



# NOTICE OF MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS (JANUARY 12, 2016) (WEEK 2 OF 2016)

Agenda and Minutes also available at  
[www.woodburycountyiowa.gov](http://www.woodburycountyiowa.gov)

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You are hereby notified a meeting of the Woodbury County Board of Supervisors will be held January 12, 2016 at **4:30 p.m.** Preceding this meeting, Budget Review Discussions will be held at **1:30 p.m.** in the Basement of the Courthouse, 620 Douglas Street, Sioux City, Iowa for the purpose of taking official action on the agenda items shown hereinafter and for such other business that may properly come before the Board.

This is a formal meeting during which the Board may take official action on various items of business. If you wish to speak on an item, please follow the seven participation guidelines adopted by the Board for speakers.

1. Anyone may address the Board on any agenda item after initial discussion by the Board.
2. Speakers will approach the microphone one at a time and be recognized by the Chair.
3. Speakers will give their name, their address, and then their statement.
4. Everyone will have an opportunity to speak. Therefore, please limit your remarks to **three minutes on any one item.**
5. At the beginning of the discussion on any item, the Chair may request statements in favor of an action be heard first followed by statements in opposition to the action.
6. Any concerns or questions you may have which do not relate directly to a scheduled item on the agenda will also be heard under the final agenda item "Citizen Concerns."
7. For the benefit of all in attendance, please turn off all cell phones and other devices while in the Board Chambers.

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## **AGENDA**

### **1:30 p.m. 1. Budget Review Discussion for FY 2017**

- a. Department of Human Services
- b. Civil Service
- c. Secondary Roads Fund
  1. Secondary Roads
  2. Secondary Roads – Special CF Road Project – Non Tax
  3. Secondary Roads – Special 5 Year Bridge Project
  4. Roadside Management
- d. Emergency Services
  1. Emergency Services
  2. Animal Control
  3. EMS Loan Fund – Non Tax
  4. EMS Training – Non Tax

### **4:00 p.m. 2. General Relief Appeal Hearing for K. S. {Iowa Code Section 21.5 (1)(a)} **First Floor Board of Supervisors Meeting Room****

3. General Relief Appeal Hearing for T. H. {Iowa Code Section 21.5 (1)(a)}  
**First Floor Board of Supervisors Meeting Room**

- 4:30 p.m. 4. Call Meeting to Order – Pledge of Allegiance to the Flag – Moment of Silence
5. Citizen Concerns Information
6. Approval of the agenda January 12, 2016 Action
7. Approval of the minutes of the January 4, 2016 meeting Action
8. Discussion and approval of claims Action
9. Board of Supervisors – Jeremy Taylor  
Board Administration and Reorganization Information
10. Human Resources – Ed Gilliland  
a. Approval of Memorandum of Personnel Transaction Action  
b. Authorize Chairman to sign Authorization to Initiate Hiring process Action
11. Board Administration/Public Bidder – Karen James  
a. Approval of Resolution for Notice of Property Sale Parcel #090300 Action  
b. Approval of Resolution for Notice of Property Sale Parcel #059190 Action
12. County Treasurer – Mike Clayton  
Receive Semi-annual report to the Board of Supervisors of Funds in the hands of the Woodbury County Treasurer at close of business December 31, 2015 Action
13. Veteran Affairs – Danielle Dempster  
Receive Commission of Veteran Affairs quarterly report Action
14. Rural Economic Development – David Gleiser  
Approval of Letter of support request for Correctionville Vision Iowa Grant application Action
15. Planning/Zoning – John Pylelo  
Consideration of a Zoning Commission recommendation with referral for public hearing. For the proposed amendment of Woodbury County's Zoning Ordinance's Land Use Summary Table and Definitions sections. To allow Conditional Use Permitting for Home Occupation Use Trucking Terminal Operations within the AP And AE zoning districts. Action
16. Secondary Roads – Mark Nahra  
Consideration of permit for work within the Highway Right of Way for Mid American Energy to allow installation of street lights at the intersection of CF Industries Drive and 255<sup>th</sup> Street Action
17. Board Administration – Dennis Butler  
a. Discussion and action on the Annual Urban Renewal Report, Fiscal Year 2014-2015 Action  
b. Discussion of the Amendment to Development Agreement between Woodbury County and CF Industries Nitrogen, LLC related to State of Iowa High Quality Jobs Program Information
18. Board of Supervisors – Matthew Ung  
Creation of Policy Review Committee Action
19. Board of Supervisors – Jeremy Taylor  
Creation of a Law Enforcement Expansion/Prairie Hills Committee Action

20. Board of Supervisors – Jeremy Taylor  
Bylaws: Update clarifying electronic means and committee form Action
21. Board of Supervisors – Jeremy Taylor  
Committee Assignments Action
- Recess Board of Supervisors Meeting  
Convene Wolf Creek Drainage District**
22. Consideration of approval for requesting quotes for survey and design for  
the cleanout and repair work on the lower Wolf Creek Drainage District Action
- Adjourn Wolf Creek Drainage District  
Continue Board of Supervisors Meeting**
23. Reports on Committee Meetings Information
24. Citizen's Concerns Information
25. Board Concerns and Comments Information

## ADJOURNMENT

*Subject to Additions/Deletions*



## CALENDAR OF EVENTS

<b>WEDNESDAY, JANUARY 13</b>	<b>8:05 a.m.</b> Woodbury County Information Communication Commission, Board of Supervisors' Chambers
	<b>6:30 p.m.</b> 911 Service Board Meeting, Public Safety Center, Climbing Hill
	<b>8:00 p.m.</b> County's Mayor Association Meeting, Public Safety Center, Climbing Hill
<b>THURSDAY, JANUARY 14</b>	<b>7:00 p.m.</b> Siouxland Mental Health Center, Board Meeting, 625 Court Street
	<b>12:00 p.m.</b> SIMPCO Board of Directors, 1122 Pierce St, Sioux City
<b>MONDAY, JANUARY 18</b>	<b>4:30 p.m.</b> Community Action Agency of Siouxland Board Meeting, 2700 Leech Avenue
<b>WEDNESDAY, JANUARY 20</b>	<b>10:00 a.m.</b> Senior Center Board of Directors Meeting, 313 Cook Street
	<b>12:00 noon</b> Siouxland Economic Development Corporation Meeting, 617 Pierce St., Ste. 202, Sioux City, Iowa
<b>THURSDAY, JANUARY 21</b>	<b>11:00 a.m.</b> Siouxland Regional Transit Systems (SRTS) Board Meeting, SIMPCO Office, 1122 Pierce St., Sioux City, Iowa
<b>MONDAY, JANUARY 25</b>	<b>6:00 p.m.</b> Zoning Commission Meeting, Board of Supervisors' Chambers
	<b>7:30 p.m.</b> Fair Board Meeting, Woodbury County Fair Office, Fairgrounds, Merville, Iowa
<b>TUESDAY, JANUARY 26</b>	<b>1:30 p.m.</b> Sioux Rivers Regional Governance Board Meeting, Plymouth County Courthouse Annex Building, 215 4th Ave. S.E., Le Mars, Iowa
	<b>2:00 p.m.</b> Decat Board Meeting, Western Hills AEA, Room F
<b>MONDAY, FEBRUARY 1</b>	<b>6:00 p.m.</b> Board of Adjustment meeting, Board of Supervisors' Chambers
<b>TUESDAY, FEBRUARY 2</b>	<b>4:45 p.m.</b> Veteran Affairs Meeting, Veteran Affairs Office, 1211 Tri-View Ave.
<b>WEDNESDAY, FEBRUARY 3</b>	<b>12:00 noon</b> District Board of Health Meeting, 1014 Nebraska St.
<b>THURSDAY, FEBRUARY 4</b>	<b>5:00 p.m.</b> Conservation Board Meeting, Dorothy Pecaut Nature Center, Stone Park

Woodbury County is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the County will consider reasonable accommodations for qualified individuals with disabilities and encourages prospective employees and incumbents to discuss potential accommodations with the Employer.

*Federal and state laws prohibit employment and/or public accommodation discrimination on the basis of age, color, creed, disability, gender identity, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status. If you believe you have been discriminated against, please contact the Iowa Civil Rights Commission at 800-457-4416 or Iowa Department of Transportation's civil rights coordinator. If you need accommodations because of a disability to access the Iowa Department of Transportation's services, contact the agency's affirmative action officer at 800-262-0003.*



#7

**JANUARY 4, 2016 — FIRST MEETING OF THE WOODBURY COUNTY BOARD OF SUPERVISORS**

The Board of Supervisors met on Monday, January 4, 2016 at 1:00 p.m. Board members present were Ung, Taylor, and Smith. Staff members present were Karen James, Board Administrative Coordinator, Finance/Operations Controller, Ed Gilliland, Human Resources Director and Patrick Gill, Auditor/Clerk to the Board and Jean Jessen, Deputy Auditor/Clerk to the Board.

1. The meeting was called to order – Pledge of Allegiance to the Flag – Moment of Silence.
2. Election of New Chairperson.  
  
Motion by Monson second by Ung to elect Supervisor Taylor to serve as Chairperson of the Board of Supervisors for 2016. Carried 4-1 on a roll call vote; Clausen was opposed.  
  
Motion by Taylor second by Monson to elect Supervisor Ung to serve as Vice-Chair of the Board of Supervisors for 2016. Carried 5-0.
3. There were no citizen concerns.
4. Motion by Monson second by Ung to approve the Agenda as submitted for January 4, 2016. Carried 5-0. Copy filed.
5. Motion by Clausen second by Ung to approve the minutes of the December 22, 2015 Board meeting. Carried 5-0. Copy filed.
6. Motion by Monson second by Taylor to approve the claims totaling \$1,111,812.53. Carried 5-0. Copy filed.
- 7a. Motion by Clausen second by Monson to approve the appointment of Christine Zellmer-Zant and Neil A. Stockfleth to five year terms on the Woodbury Conservation Board. Carried 5-0. Copy filed.
- 7b. Motion by Smith second by Monson to approve the appointment of Rod Earleywine and James O’Kane to the Siouxland District Board of Health. Carried 5-0. Copy filed.
- 7c. Motion by Monson second by Clausen to approve the appointment of Leo Jochum, Thomas Ullrich, and Debbie DeForrest to the Commission to Assess Damages Category A – Owner/Operators of Agricultural Property. Carried 5-0. Copy filed.  
  
Motion by Clausen second by Monson to approve the appointment of Bob Batcheller, Peter Macfarlane, Ruth Groth, and Kathleen Fenceroy to the Commission to Assess Damages Category B – Owners of City Property. Carried 5-0. Copy filed.  
  
Motion by Smith second by Clausen to approve the appointment of Colleen Baker, Anita Small, Nancy Henry, and Teresa Delfs to the Commission to Assess Damages Category C – Licensed Real Estate Salesman of Real Estate Broker. Carried 5-0. Copy filed.  
  
Motion by Monson second by Smith to approve the appointment of Robert Huisenga, Leon Ortner, Linda Mathison, and Doug Lehman to the Commission to Assess Damages Category D – Persons Having Knowledge of Property Values in the County by Reason of their Occupation. Carried 5-0. Copy filed.
- 7d. Motion by Clausen second by Smith to approve the appointment of County Engineer, Mark Nahra. Carried 5-0. Copy filed.
- 7e. Motion by Monson second by Clausen to approve the appointment of County Medical Examiner, Dr. Thomas Carroll. Carried 5-0. Copy filed.
- 7f. Motion by Clausen second by Taylor to approve the appointment of Supervisor Smith to the Third Judicial Department of Correctional Services. Carried 5-0. Copy filed.

- 7g. Motion by Clausen second by Monson to approve the appointment of Jered Jepsen as County Weed Commissioner. Carried 5-0. Copy filed.
- 7h. Motion by Clausen second by Smith to approve to select The Sioux City Journal, The Sergeant Bluff Advocate, and The Merville Record as the County's official newspapers. Carried 5-0. Copy filed.
- 8a. Motion by Monson second by Ung to approve the reclassification of Jennifer Wersal, Civilian Jailer, County Sheriff Dept., effective 12-28-15, \$20.99/hour, 15%=\$2.80/hour. Per CWA Civilian Officers Contract agreement, from Class 2 to Senior Class due to 4 years employment and Bachelor's Degree.; and the separation of Rhonda Thomas, Civilian Jailer, County Sheriff Dept., effective 12-30-15. Resignation. Carried 5-0. Copy filed.
- 8b. The Board held a discussion on the County's Nepotism Policy.
- 8c. Motion by Smith second by Clausen to approve the appointment of Joseph Collins, P/T Operations Officer, Emergency Service Dept., effective 01-05-16, \$14.87/hour. Job vacancy posted 11-12-15. Entry level salary: \$13.46 to \$14.87. Failed 2-3; Monson, Ung and Taylor opposed. Copy filed.
- 8d. Motion by Monson second by Ung to approve the other of Theresa Jochum, Social Worker, Social Services Dept., effective 01-01-16. Move to Part-time hours @ 25%. (10 hours per week).; and the other of Lisa Wilson, Secretary, Social Services Dept., effective 01-01-16. Move to Part-time hours @60%. (24 hours per week).  
  
Jim Rixner, Siouxland Mental Health, Dick Owens, 1400 Indian Hills Dr. and Jolie Corder discussed the motion with the Board.  
  
Motion by Smith second by Clausen to amend the motion to maintain the conditions the two employees currently enjoy. Motion to amend failed 2-3; Monson, Ung and Taylor opposed.  
  
The motion carried 3-2; Clausen and Smith opposed. Copy filed.
- 9. Motion by Monson second by Taylor to approve and authorize the Chairperson to sign a Resolution Construction Evaluation for period February 1, 2016 – January 31, 2017. Carried 5-0.

**WOODBURY COUNTY, IOWA**  
**RESOLUTION #12,313**  
**CONSTRUCTION EVALUATION RESOLUTION**  
**FOR PERIOD FEBRUARY 1, 2016 – JANUARY 31, 2017**

**WHEREAS**, Iowa Code section 459.304(3) sets out the procedure if a board of supervisors wishes to adopt a "construction evaluation resolution" relating to the construction of a confinement feeding operation structure; and

**WHEREAS**, only counties that have adopted a construction evaluation resolution can submit to the Department of Natural Resources (DNR) an adopted recommendation to approve or disapprove a construction permit application regarding a proposed confinement feeding operation structure; and

**WHEREAS**, only counties that have adopted a construction evaluation resolution and submitted an adopted recommendation may contest the DNR's decision regarding a specific application; and

**WHEREAS**, by adopting a construction evaluation resolution the board of supervisors agrees to evaluate every construction permit application for a proposed confinement feeding operation structure received by the board of supervisors between February 1, 2016 and January 31, 2017 and submit an adopted recommendation regarding that application to the DNR; and

**WHEREAS**, the board of supervisors must conduct an evaluation of every construction permit application using the master matrix created in Iowa Code section 459.305, but the board's recommendation to the DNR may be



based on the final score on the master matrix or may be based on reasons other than the final score on the master matrix;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY** that the Board of Supervisors hereby adopts this construction evaluation resolution pursuant to Iowa Code section 459.304(3).

WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 10a. Motion by Clausen second by Ung to approve and authorize the Chairperson to sign a Resolution authorizing the County Engineer to execute certification of completion of work on federal aid, state aid, and farm to market construction during 2016. Carried 5-0.

**RESOLUTION #12,314**  
**RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO EXECUTE**  
**CERTIFICATION OF COMPLETION OF WORK ON FEDERAL AID, STATE AID, AND**  
**FARM TO MARKET CONSTRUCTION DURING 2016**

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa, that Mark J. Nahra, the County Engineer of Woodbury County, Iowa, be and is hereby designated, authorized, and empowered on behalf of the Board of Supervisors of said County to execute the certification of completion of work and final acceptance thereof in accordance with plans and specifications in connection with all Farm-to-Market and federal or state aid construction projects in this county.

Dated at Sioux City, Iowa, this 4<sup>th</sup> day of January, 2016.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 10b. Motion by Monson second by Clausen to approve and authorize the Chairperson to sign a Resolution authorizing the County Engineer to close any Secondary Road for the purpose of construction, routine maintenance, or emergencies during 2016. Carried 5-0.

**RESOLUTION #12,315**  
**RESOLUTION AUTHORIZING THE COUNTY ENGINEER TO CLOSE ANY**  
**SECONDARY ROAD FOR THE PURPOSE OF CONSTRUCTION, ROUTINE**  
**MAINTENANCE, OR EMERGENCIES DURING 2016**

WHEREAS, the Woodbury County Board of Supervisors is concerned about traffic safety involved during construction and maintenance work or during natural or traffic emergencies on the secondary road system, and

WHEREAS, they are further interested in making appropriate traffic accommodations for the traveling public, adjacent landowners and related users during construction and maintenance operations, and

WHEREAS, the Board of Supervisors under section 306.41 of the Code of Iowa can delegate the authority to temporarily closure of roads to the County Engineer,

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Woodbury County Board of Supervisors give Mark J. Nahra, Woodbury County Engineer the authority to temporarily close sections of highway in Woodbury County's road system when necessary because of construction, maintenance, or natural disaster.

DATED this 4<sup>th</sup> day of January, 2016.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 10c. Motion by Monson second by Ung to approve permit to work in the Highway Right of Way for MidAmerican Energy. Carried 5-0. Copy filed.



- 10d. Motion by Monson second by Smith to approve the revised Woodbury County Ordinance number 1 as submitted and direct the publication of the ordinance. Carried 5-0. Copy filed.
- 10e. Motion by Monson second by Clausen to approve the Woodbury County Ordinance to establish a policy for the construction and reconstruction of roadways and bridges on the Woodbury County Secondary Road System, direct the publication of said ordinance, and declare it effective upon publication. Carried 5-0. Copy filed.
- 11a. Motion by Smith second by Clausen to receive for signatures a Resolution Thanking and Commending Sue Nielsen for her service to Woodbury County. Carried 5-0.

**WOODBURY COUNTY, IOWA  
RESOLUTION #12,316  
A RESOLUTION THANKING AND COMMENDING  
SUE NIELSEN  
FOR HER SERVICE TO WOODBURY COUNTY**

**WHEREAS**, Sue Nielsen has capably served Woodbury County as an employee of the Siouxland District Health Department for 29 years from February 3, 1986 to December 30, 2015; and

**WHEREAS**, the service given by Sue Nielsen as a Woodbury County employee, has been characterized by her dedication to the best interests of the citizens of Woodbury County; and

**NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF WOODBURY COUNTY, IOWA** that the undersigned members of this Board thanks and commends Sue Nielsen for her years of service to Woodbury County; and

**BE IT FURTHER RESOLVED** that it is the wish of all those signing below that the future hold only the best for this very deserving person, Sue Nielsen.

**BE IT SO RESOLVED** this 4<sup>th</sup> day of January, 2016.  
WOODBURY COUNTY BOARD OF SUPERVISORS  
Copy filed.

- 11b. Motion by Monson second by Smith to approve and authorize the Chairperson to sign a Memorandum of Understanding with Siouxland Human Investment Partnership (SHIP). Carried 5-0. Copy filed.
- 12. Motion by Monson second by Ung to approve the five year contract for annual audit services with Williams and Company for fiscal years 2016 through fiscal year 2020. Carried 5-0. Copy filed.
- 13a. The Board held a positive employee recognition discussion. Copy filed.
- 13b. The Board discussed committee standardization and publication. Copy filed.
- 13c. Motion by Ung second by Taylor to receive in written from a proposed amendment to the bylaws to add "special purposes committees with the proper Board approved committee form as needed subject to approval of the Board under Section 1, subsection "a. Chairperson" and to add under "b. Vice Chairperson: "Chairperson to include when the Chair participates by electronic means." Carried 5-0. Copy filed.
- 14. Dennis Butler presented a Special Bridge Project report.  
  
Motion by Ung second by Monson to receive the Special Bridge Project report. Carried 5-0. Copy Filed.
- 15. There were no citizen concerns.
- 17. Budget Review discussion for FY 2017.

Motion by Clausen second by Ung to receive the Motor Vehicle and Tax Department budgets as submitted. Carried 5-0.

Motion by Monson second by Clausen to receive the Conservation Administration budget as submitted. Carried 5-0.

Motion by Smith second by Clausen to receive the Conservation Parks budget as submitted. Carried 5-0.

Motion by Monson second by Taylor to receive the Conservation Naturalist budget as submitted. Carried 5-0.

Motion by Monson second by Ung to receive the Conservation Nature Center budget as submitted. Carried 5-0.

Motion by Monson second by Ung to receive the Non Tax Nature Center, REAP and the Conservation Reserve budgets as submitted. Carried 5-0.

Motion by Monson second by Clausen to receive the General Relief administration and assistance budget as submitted. Carried 5-0.

Motion by Monson second by Taylor to receive the Juvenile Detention Facility budget reduced by \$5,000.00. Carried 5-0.

Motion by Taylor second by Ung to receive the Juvenile Detention Youth Guidance Services budget as submitted. Carried 5-0.

Motion by Monson second by Ung to receive and consolidate the Juvenile Detention Mental Health Court and Teen Court budgets reduced by \$81,173.00. Carried 5-0.

Motion by Monson second by Ung to eliminate the Juvenile Detention GPS Tracker budget as submitted. Carried 5-0.

Motion by Monson second by Smith to increase the Juvenile Detention state dollars by \$21,000.00. Carried 5-0.

Motion by Clausen second by Monson to receive the County Library budget as submitted. Carried 5-0.

The Board adjourned the regular meeting until January 12, 2016.

Meeting sign in sheet. Copy filed.

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**

#9

Date: January 7, 2016

Weekly Agenda Date: January 12, 2016

DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

**SUBJECT: Board Administration Reorganization and Standardization**

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**WORDING FOR AGENDA ITEM:** Board Administration and Reorganization

**EXECUTIVE SUMMARY:** Please see the attached memorandum that was sent to all department heads and elected officials. This is action under day-to-day operations but in the spirit of transparency wanted to keep fellow Supervisors informed. I did so by informing them of these actions retroactively and without deliberation.

**BACKGROUND:** (described in attached memorandum)

**FINANCIAL IMPACT:** None.

**RECOMMENDATION:** See Action Required.

**ACTION REQUIRED:** Several items **will** take Board action: Memorandum of Personnel Transactions; funding for a CIP item on modernizing equipment (permanent chairs; screens/monitors; desk; counter, etc.) However, the reorganization, backup for Board personnel, and reconfiguration of space is handled most appropriately under "day-to-day operations."





# Woodbury County Board of Supervisors

Courthouse • Room 104  
620 Douglas Street • Sioux City, Iowa 51101  
Telephone (712) 279-6525 • Fax (712) 279-6577

## MEMBERS

LARRY D. CLAUSEN  
SIOUX CITY

MARK A. MONSON  
SERGEANT BLUFF

JACLYN D. SMITH  
SIOUX CITY

MATTHEW A. UNG  
SIOUX CITY

JEREMY J. TAYLOR  
SIOUX CITY

BOARD ADMINISTRATIVE COORDINATOR  
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER  
HEATHER SATTERWHITE

January 8, 2016

Dear Departments Heads and Elected Officials:

The purpose of this memo is to state some of my hopes for this New Year as we seek to continuously look to the future regarding our organization in order to provide the best services possible for the citizens of Woodbury County. My intention is to help manage day-to-day operations in a way that is efficient, customer-oriented, and forward-planning:

### ***Department Head Meetings***

We plan to hold the first department head meeting on **January 25 from 8:00-9:20 a.m.** Look for an upcoming agenda, which will most likely set a tone for this exciting year, 2016. The primary focus of the meetings in general is to keep you informed and involved as well as to hear concerns and needs. We will discuss the following: committee assignments which come before the Board on January 12, 2016; positive recognition ideas; True Speak expectations; needs/what's happening. My plan is that the Vice-Chairperson, Supervisor Ung, and myself will host these meetings in the LEC Conference Room.

### ***Agenda Items***

All agenda items should be e-mailed to both Karen James and Heather Satterwhite with electronic carbon copy ideally by 10 a.m. Thursday preceding the Board meeting but definitely no later than 2 p.m. Items that are later than that, e.g. Friday, I may deem need to go on the following week unless it is time-sensitive. Items that do not have the appropriate cover sheet completely filled out will not be considered.

### ***Reorganization and Modernization of Board Administration Office***

Karen James, Heather Satterwhite, and Dennis Butler will be primarily responsible as direct Board staff. My anticipation is that the Board of Supervisors will approve previously discussed action, so that Heather Satterwhite serves in the County Attorney's office on Mondays and Wednesdays and Tuesday mornings. The current understanding is that Heather will serve in the Board office on Tuesday afternoon as well as all day Thursday and Friday. In the event that Karen or Heather is unavailable, Dennis Butler will cover their duties to assemble forthcoming meeting agendas. In the rare circumstance that Karen and Heather are out, I will direct you to e-mail Dennis Butler as necessary to assemble agendas.

Therefore, and in order to cover, Dennis Butler's new office will be located in a room within the Board Administration Office with signage; I anticipate this transition will take place within the next 2-3 weeks. The office for the Chairperson will be located in Dennis Butler's old office with the Auditor's Office having primary use of the training room outside of there, and the Board of Supervisors having secondary use of this space. Jean Jessen will work out a calendar with us on this space usage. The Board of Supervisors will of course still have access for meetings in the old Board of Supervisors room as necessary. Planning and Zoning and Board of Adjustment intermittently use this space as well.

The Board Administration will provide a presence to greet our customers, the public, upon entrance and will work to accomplish three additional goals:

1. A Welcoming Presence

We will look to have personnel greet the public at all times and ask to help them. This will be a professional place and breaks or lunch should be deemed best held at designated break areas.

2. Modernization of Equipment / Technology

I am working with John Malloy and the Auditor's office as I would like to have a large electronic screen to any customer's left in which two different calendars can electronically detail who is in/out of the courthouse for ease of accessibility. This will also help the public should they want to attend any open meeting, which they can see as well on an electronically created calendar.

3. Ease of Operations and Professionalism

I have asked for a cost on having permanent chairs in the old Board of Supervisors meeting room so that these do not have to be moved up/down weekly, permanent mounting of the speakers/cameras downstairs, a desk (perhaps repurposed or new for the old Budget Analyst's room and / or Chairperson's office), signage above the Board office to mitigate customers being deterred by the "Emergency Exit" sign, etc. Kenny Schmitz will work on a budget and ideas for permanent tables downstairs where supervisors and staff sit as well. All of this will be presented as a single CIP budget item.

### ***Utility Bills and Energy CAP***

As you know, the County has been engaging in closely tracking our utility usage. This is important to be able to know how much it is that we are spending on energy and track cost avoidance due to energy conservation projects, the first of which is the retrofit of all LED lighting in our buildings.

We have an expectation that you will have bills in timely through the appropriate procedure that Building Services has set up. If there are recurring issues, I will visit to see how we can help come to a workable resolution.

***Accessibility***

My cell phone number is 259-7910, and I look forward to working with you to make 2016 a great year. The liaisons for the Board will come out soon, and I anticipate that collectively we will do all that we can to serve the citizens of Woodbury County.

No matter what you do to serve our community and county, your efforts and what you do is so valuable and greatly appreciated. Thank you!

Sincerely,

A handwritten signature in blue ink that reads "Jeremy Taylor". The signature is written in a cursive style with a large initial "J" and a long, sweeping underline.

Jeremy Taylor

Chairperson, Board of Supervisors



SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
					1	2
	REG BOARD MTG 12:45/1:00 p.m. Negotiations Brief BUDGET REVIEW 2:30 (Organizational Meeting)	Interviews Asst. Director Juv. Det. (HR, Chair, Olsen) 8:30-11:30 a.m. <b>NO BOARD MTG!</b>	TrueSpeak Review 10:00-11:00 a.m. (Grieme, Peterson, Wieck, Gilliland)	Items Due by Close of Business for Agenda Working: 1-4 pm	Goal of Agenda to be Published Working: 1-4 pm	
3	4	5	6	7	8	9
		Budget Review 1:30-4:00 REG BOARD MTG 4:00		Items Due by Close of Business for Agenda Working: 1-4 pm	Goal of Agenda to be Published Working: 1-4 pm	
10	11	12	13	14	15	16
		Architect RFQ LEC Addition Due Budget Review 1:30-4:00 REG BOARD MTG 4:30	Long-Term Vision Planning County 8 am – 4 pm *cancelled* and moved to 3-23-16	Items Due by Close of Business for Agenda Working: 1-4 pm	Goal of Agenda to be Published Working: 1-4 pm	
17	18	19	20	21	22	23
	Department Head Meeting 8:00-9:20 a.m. CALENDAR REVIEW: FEBRUARY	<b>SIOUX RIVERS</b> REG BOARD MTG 4:30 Limited agenda b/c time needed: budget review	True Speak Training (11 Leaders) 8:30-4:30 Western IA TECH	(Items Due by...) True Speak Training (11 Leaders) 8:30-4:30 Western IA TECH	Goal of Agenda... Court Security 8-9 am Working: 1-4 pm Community Recognition Due	
24	25	26	27	28	29	30
31						

# JANUARY

## NOTES:

See attached memorandum for Budget Hearings

This calendar will be updated in Backup Materials

Committees not listed here are normally listed in

backup materials in itemized list.

January 19—True Speak Review 10:45-1:00

1 2 3 4 5  
6 7 8 9 10 11 12  
13 14 15 16 17 18 19  
20 21 22 23 24 25 26  
27 28 29 30 31

1 2 3 4 5 6  
7 8 9 10 11 12 13  
14 15 16 17 18 19 20  
21 22 23 24 25 26 27  
28 29

DECEMBER 2015

FEBRUARY 2016

#109

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ**

Date: 1-07-16

Weekly Agenda Date: 1-12-16

DEPARTMENT HEAD / CITIZEN: Ed Gilliland

SUBJECT: Memorandum of Personnel Transactions

**ACTION REQUIRED:**

Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

**WORDING FOR AGENDA ITEM:** Approval of Memorandum of Personnel Transactions

**EXECUTIVE SUMMARY:**

**BACKGROUND:**

**FINANCIAL IMPACT:**

**RECOMMENDATION:**

**ACTION REQUIRED/PROPOSED MOTION:** Motion to Approve the Memorandum of Personnel Transactions

## HUMAN RESOURCES DEPARTMENT

### MEMORANDUM OF PERSONNEL TRANSACTIONS

DATE: January 12, 2016

**\* PERSONNEL ACTION CODE:**

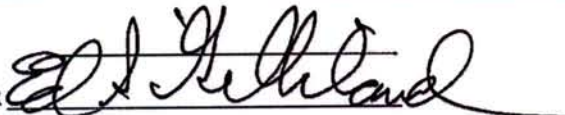
A - Appointment	R - Reclassification
T - Transfer	E - End of Probation
P - Promotion	S - Separation
D - Demotion	O - Other

**TO: WOODBURY COUNTY BOARD OF SUPERVISORS**

NAME	DEPARTMENT	EFFECTIVE DATE	JOB TITLE	SALARY REQUESTED	% INCREASE	*	REMARKS
Satterwhite, Heather	Board Administration	1-11-16	Secretary/Public Bidder	\$22.78/hour	0%	O	Expenditure Change to 50% Board and 50% County Attorney
Monson, Mark	Board of Supervisors	1-04-16	Board Member	\$32,185/year	-19%=-\$6,134/year	O	From Board Chairman to Board Member.
Taylor, Jeremy	Board of Supervisors	1-04-16	Board Chairman	\$38,319/year	19%=\$6,134/year	O	From Board Vice Chair to Board Chairman.
Ung, Matthew	Board of Supervisors	1-04-16	Board Vice Chair			O	From Board Member to Vice Chair.
Kelly, Angelique	Juvenile Detention	1-13-16	P/T Youth Worker	\$17.53/hour		A	Job Vacancy Posted 9-30-15. Entry Level Salary: \$17.53/hour
Kafton, Justin	Secondary Roads	1-13-16	Temporary Equipment Operator	\$21.13/hour		A	Not to exceed 120 days.
Uhl, Adam	Secondary Roads	1-13-16	Temporary Equipment Operator	\$21.13/hour		A	Not to exceed 120 days.
Torres, Ranae	Juvenile Detention	1-22-16	P/T Youth Worker	\$18.85/hour	3%=\$.63/hour	R	Per AFSCME Juvenile Detention Contract agreement, from Grade 1/Step 2 to Grade 1/Step 3.
Tuttle, Erica	County Treasurer	1-23-16	Senior Clerk-Tax	\$17.50/hour	4%=\$.73/hour	R	Per AFSCME Courthouse Contract agreement, from Grade 4/Step 1 to Grade 4/Step 2.

APPROVED BY BOARD DATE:

ED GILLILAND, HR DIRECTOR





**WOODBURY COUNTY**  
**HUMAN RESOURCES DEPARTMENT**

**TO:** Board of Supervisors and the Taxpayers of Woodbury County

**FROM:** Ed Gilliland, Human Resources Director

**SUBJECT:** Memorandum of Personnel Transactions

**DATE:** January 12, 2016

*Ed G*

For the January 12, 2016 meeting of the Board of Supervisors and the Taxpayers of Woodbury County the Memorandum of Personnel Transactions will include:

- 1) Board Administration Secretary/Public Bidder, Expenditure Change.
- 2) Board of Supervisors, Board Chairman to Board Member.
- 3) Board of Supervisors, Board Vice Chair to Board Chairman.
- 4) Board of Supervisors, Board Member to Board Vice Chair.
- 5) Juvenile Detention P/T Youth Worker, Appointment.
- 6) Secondary Roads (2) Temporary Equipment Operators, Appointments
- 7) Juvenile Detention P/T Youth Worker, from Grade 1/Step 2 to Grade 1/Step 3.
- 8) County Treasurer Senior Tax Clerk, from Grade 4/Step 1 to Grade 4/Step 2.

Thank you

#106

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) I**

Date: 1-07-16

Weekly Agenda Date: 1-12-16

DEPARTMENT HEAD / CITIZEN: <u>Ed Gilliland</u>		
SUBJECT: <u>Authorization to Initiate Hiring Process</u>		
<b>ACTION REQUIRED:</b>		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input checked="" type="checkbox"/>

**WORDING FOR AGENDA ITEM:** Authorize Chairman to Sign Authorization to Initiate Hiring Process

**EXECUTIVE SUMMARY:**

**BACKGROUND:**

**FINANCIAL IMPACT:**

**RECOMMENDATION:**

**ACTION REQUIRED/PROPOSED MOTION:** Motion to Authorize Chairman to Sign Authorization to Initiate Hiring Process.

*Approved by Board of Supervisors March 3, 2015.*

HUMAN RESOURCES DEPARTMENT

WOODBURY COUNTY, IOWA

DATE: January 12, 2016

AUTHORIZATION TO INITIATE HIRING PROCESS

DEPARTMENT	POSITION	ENTRY LEVEL	APPROVED	DISAPPROVED
County Sheriff	Civilian Jailer	CWA: \$17.48/hour		
	*Please see attached memo.			

\_\_\_\_\_  
Chairman, Board of Supervisors





## Woodbury County Sheriff's Office

---

LAW ENFORCEMENT CENTER  
P. O. BOX 3715 SIOUX CITY, IOWA 51102

DAVID A. DREW, SHERIFF

PHONE: 712.279.6010  
E-MAIL: [ddrew@sioux-city.org](mailto:ddrew@sioux-city.org)  
FAX: 712.279.6522

December 30, 2015

David A. Drew-Sheriff  
Ed Gilliland-HR Director

Correctional Officer Rhonda Thomas has made the decision to resign her position effective today 12/30/15. Sheriff Dave Drew is requesting HR Director Gilliland begin the Board approved process to fill the opening with a qualified candidate.

Officer Rhonda Thomas has twenty-four years of service and we wish her all the best in the future.



Lt. Lynette Phillips

#11a

## RESOLUTION #

### NOTICE OF PROPERTY SALE

Parcel #090300

**WHEREAS** Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**Middle One Third of the South One Hundred and Ten feet of the North half of Lot Four of Cary's Subdivision in Sioux City, situated in the County of Woodbury and State of Iowa  
(1206 22<sup>nd</sup> Street)**

**NOW THEREFORE,**

**BE IT RESOLVED** by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **26<sup>th</sup> Day of January, 2016 at 4:35 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **26<sup>th</sup> Day of January, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$1.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 12<sup>th</sup> Day of January, 2016.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Patrick F. Gill  
Woodbury County Auditor  
and Recorder

\_\_\_\_\_  
Jeremy J. Taylor, Chairman

REQUEST FOR MINIMUM BID

Name: Jose Villagomez Date: 7/31/15

Address: 1202 22<sup>nd</sup> St. Phone: \_\_\_\_\_

Address or approximate address/location of property interested in:

1206 22<sup>nd</sup> St

GIS # 894721282014

*\*This portion to be completed by Board Administration \**

Legal Description:

Middle 1/3 of the South 110 feet of  
the North half of Lot 4 of Cary's  
Subdivision in Sioux City, situated in the  
County of Woodbury and State of Iowa

Tax Sale #/Date: #46 12/31/1968 Parcel # 090300

Tax Deeded to Woodbury County on: 1/29/1970

Current Assessed Value: Land \$1,800 Building 0 Total \$1,800

Approximate Delinquent Real Estate Taxes: 0

Approximate Delinquent Special Assessment Taxes: 0

\*Cost of Services: \$5

Inspection to: Mark Monson Date: 7/31/15

Minimum Bid Set by Supervisor: \$100

Date and Time Set for Auction: \_\_\_\_\_

\* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.





Overview



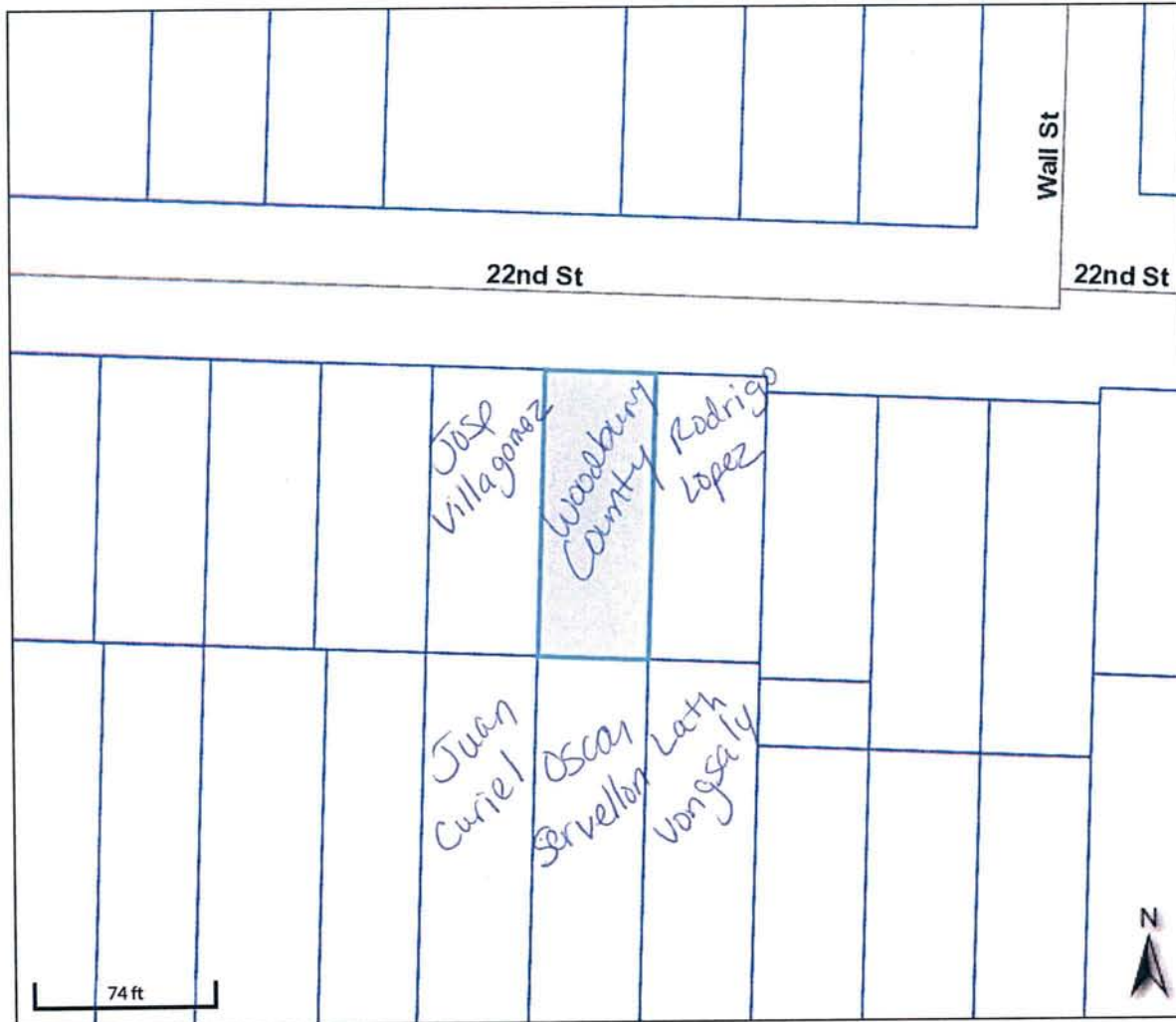
Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales
  - 2013
  - 2014
  - 2015
- Parcels

Parcel ID	894721282014	Alternate ID	090300	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	0-0-0	Class	R		620 DOUGLAS ST RM 104
Property Address	1206 22ND ST	Acreage	n/a		SIOUX CITY, IA 51101-0000
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM  
 Brief Tax Description CARYS SUB DIV  
 M 1/3 S 110 FT N 1/2  
 LOT 4  
 (Note: Not to be used on legal documents)

Date created: 7/31/2015  
 Last Data Upload: 7/31/2015 3:49:26 AM



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales
- 2013
- 2014
- 2015
- Parcels

Parcel ID	894721282014	Alternate ID	090300	Owner Address	WOODBURY COUNTY IOWA
Sec/Twp/Rng	0-0-0	Class	R		620 DOUGLAS ST RM 104
Property Address	1206 22ND ST	Acreege	n/a		SIOUX CITY, IA 51101-0000
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM  
 Brief Tax Description CARYS SUB DIV  
 M 1/3 S 110 FT N 1/2  
 LOT 4

(Note: Not to be used on legal documents)

Date created: 7/31/2015  
 Last Data Upload: 7/31/2015 3:49:26 AM



#11b

## RESOLUTION #

### NOTICE OF PROPERTY SALE

Parcel #059190

WHEREAS Woodbury County, Iowa was the owner under a tax deed of a certain parcel of real estate described as:

**W 98 feet of Lot Twelve in Block Nineteen, North Sioux City Addition, Sioux City, Woodbury County, Iowa  
(1420 Center Street)**

NOW THEREFORE,

BE IT RESOLVED by the Board of Supervisors of Woodbury County, Iowa as follows:

1. That a public hearing on the aforesaid proposal shall be held on the **26<sup>th</sup> Day of January, 2016 at 4:37 o'clock p.m.** in the basement of the Woodbury County Courthouse.
2. That said Board proposes to sell the said parcel of real estate at a public auction to be held on the **26<sup>th</sup> Day of January, 2016**, immediately following the closing of the public hearing.
3. That said Board proposes to sell the said real estate to the highest bidder at or above a **total minimum bid of \$115.00** plus recording fees.
4. That this resolution, preceded by the caption "Notice of Property Sale" and except for this subparagraph 4 be published as notice of the aforesaid proposal, hearing and sale.

Dated this 12<sup>th</sup> Day of January, 2016.

ATTEST:

WOODBURY COUNTY BOARD OF SUPERVISORS

\_\_\_\_\_  
Patrick F. Gill  
Woodbury County Auditor  
and Recorder

\_\_\_\_\_  
Jeremy J. Taylor, Chairman



**REQUEST FOR MINIMUM BID**

Name: Bert Fish Fire - Jori Date: 9-21-15  
Address: 1400 Center St. Phone: 258-0653

Address or approximate address/location of property interested in:  
1420 Center St.

GIS PIN # 8947 20 387 001

*\*This portion to be completed by Board Administration \**

Legal Description:  
W 85 ft Lot 12 Block 39, North Sioux City Addition

Tax Sale #/Date: 677 6/21/2004 Parcel # 059190

Tax Deeded to Woodbury County on: 7-28-06 by Quitclaim deed

Current Assessed Value: Land \$3,100 Building 0 Total \$3,100

Approximate Delinquent Real Estate Taxes: —

Approximate Delinquent Special Assessment Taxes: —

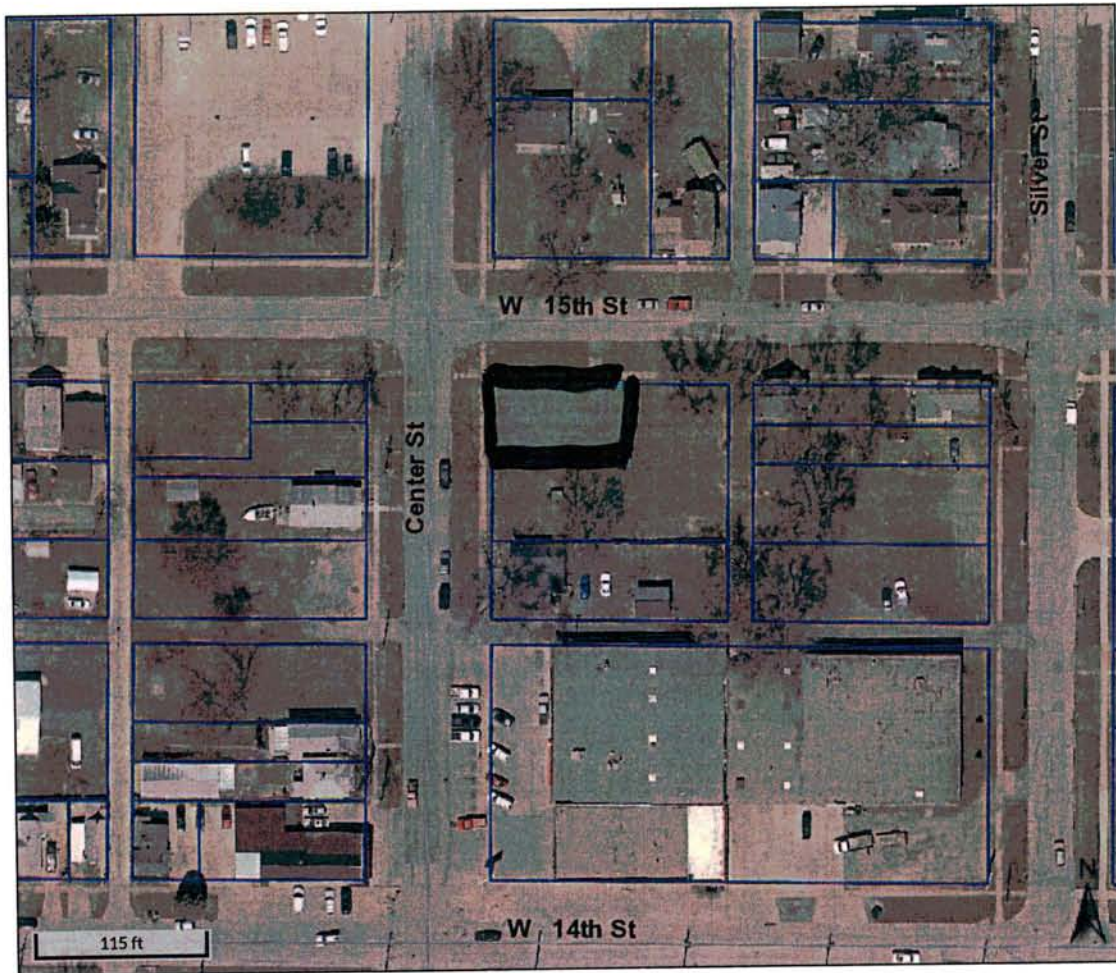
\*Cost of Services: —

Inspection to: Mark Monson Date: 9-21-15

Minimum Bid Set by Supervisor: \$ 115

Date and Time Set for Auction: \_\_\_\_\_

\* Includes: Abstractors costs; Sheriff's costs; publishing costs; and mailing costs.



Overview




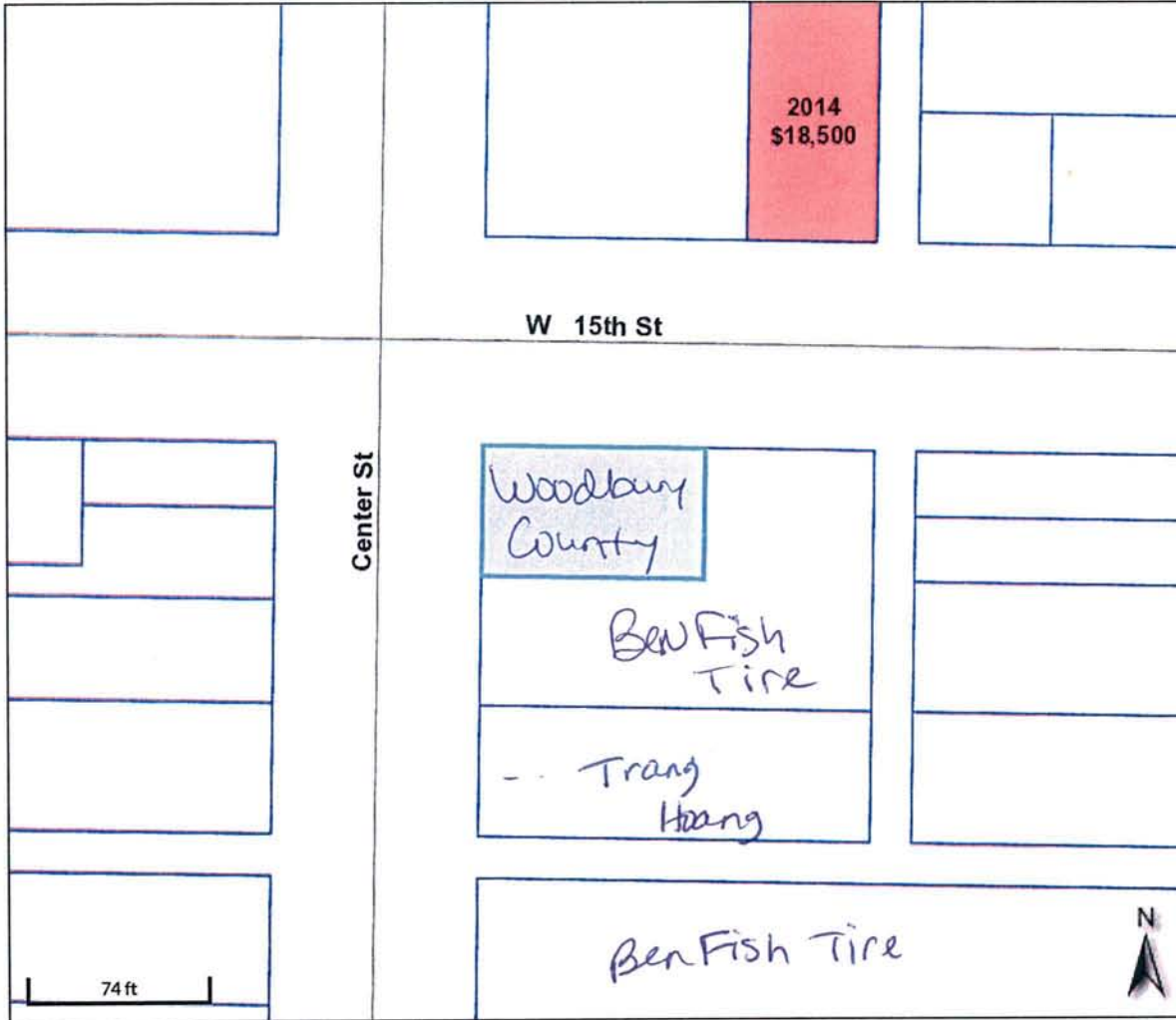
Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales
- 2013
- 2014
- 2015
- Parcels

Parcel ID	894720387001	Alternate ID	059190	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	Class	C		620 DOUGLAS ST
Property Address	1420 CENTER ST	Acreage	n/a		SIOUX CITY, IA 51101-0000
	SIOUX CITY				
District	087 SC LL SIOUX CITY COMM				
Brief Tax Description	NORTH SIOUX CITY				
	W 85 FT LOT 12 BLK 3				
	9				
	<i>(Note: Not to be used on legal documents)</i>				

Date created: 9/21/2015  
 Last Data Upload: 9/19/2015 12:21:28 AM

 Developed by  
 The Schneider Corporation



Overview



Legend

- Roads
- Corp Boundaries
- Townships
- Sections
- Residential Sales
- 2013
- 2014
- 2015
- Parcels

Parcel ID	894720387001	Alternate ID	059190	Owner Address	WOODBURY COUNTY
Sec/Twp/Rng	0-0-0	Class	C		620 DOUGLAS ST
Property Address	1420 CENTER ST	Acreage	n/a		SIOUX CITY, IA 51101-0000
	SIOUX CITY				

District 087 SC LL SIOUX CITY COMM  
 Brief Tax Description NORTH SIOUX CITY  
 W 85 FT LOT 12 BLK 3  
 9

(Note: Not to be used on legal documents)

Date created: 11/4/2015  
 Last Data Upload: 11/3/2015 11:30:13 PM





**Michael R. Clayton**  
 Treasurer of Woodbury County  
 620 Douglas St Ste 102  
 Sioux City IA 51101

#12

SEMI-ANNUAL REPORT TO THE BOARD OF SUPERVISORS OF FUNDS  
 IN THE HANDS OF THE WOODBURY COUNTY TREASURER AT CLOSE  
 OF BUSINESS DECEMBER 31, 2015

FUNDS IN DEPOSITORIES:

LIBERTY NATIONAL BANK	SIoux CITY	ALL ACCOUNTS	\$ 9,537,206.22
SECURITY NATIONAL BANK	SIoux CITY	ALL ACCOUNTS	\$ 18,881,613.76
HERITAGE BANK	ANTHON	CHECKING	\$ 92,786.26
PIONEER BANK	SERGEANT BLUFF	CERTIFICATES	\$ 1,400,000.00
UNITED BANK OF IOWA	MOVILLE	CERTIFICATES	\$ 695,000.00
PRIME BANK	SIoux CITY	CERTIFICATES	\$ 500,000.00

TOTAL IN DEPOSITORIES \$ 31,106,606.24

CASH IN OFFICE:

TAX DEPARTMENT	from cash ticket		\$ 6,679.51
MV WORKING CASH		\$ 2,800.00	
DNR WORKING CASH		\$ 150.00	
ANTHON WORKING CASH		\$ 500.00	
Total other offices			\$ 3,450.00

SUB-TOTAL	\$10,129.51	
JURY WARRANTS	\$ -	
RETURNED CHECKS	\$ 673.00	
TOTAL CASH ITEMS:		\$ 10,802.51

SUB-TOTAL \$ 31,117,408.75

DEDUCT CASH COUNTED ON 12-31-2015 FOR DEPOSIT AT BANK AT 01-04-2016

Tax Department \$ (6,000.00)

FUNDS IN THE HANDS OF THE COUNTY TREASURER 12/31/2015 \$ 31,111,408.75

COUNTY TREASURER'S GENERAL LEDGER BALANCE 12/31/2015 \$ 31,111,408.75

  
 Michael R. Clayton, Woodbury County Treasurer  
 January 7 2016

Renew yours tags on line: [www.getyourtags.com](http://www.getyourtags.com)

Property tax – 712.279.6495 FAX 712.279.6497 [mclayton@sioux-city.org](mailto:mclayton@sioux-city.org)  
 Motor Vehicle and DNR – 712.279.6500 FAX 712.279.6493 [motorvehicle@sioux-city.org](mailto:motorvehicle@sioux-city.org)

QUARTERLY REPORT  
COMMISSION OF VETERAN AFFAIRS



STATE OF IOWA  
WOODBURY COUNTY

We, the undersigned, members of the Commission of Veteran Affairs, hereby certify that the following is a correct statement of the initials and amounts of assistance given to persons entitled to relief under Chapter 35 of the Code of Iowa, and for the quarter ending December 31, 2015 – 2<sup>nd</sup> Quarter (October, November and December 2015).

*[Handwritten signature]*  
\_\_\_\_\_  
*[Handwritten signature]*  
\_\_\_\_\_  
*[Handwritten signature]*  
\_\_\_\_\_

Members of Veteran Affairs Commission

VETERAN	ASSISTANCE AMT
1014	\$ 194.23
1033	\$ 202.35
1035	\$ 1120.95
1036	1172.01
1037	\$ 750.00
1038	\$1000.00
1039	\$ 1000.00
Driver Appreciation Dinner	\$ 478.20

**TOTAL ASSISTANCE FY 15-14 2<sup>nd</sup> QUARTER: \$ 5,917.74**

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) RE**

# 14

Date: 1/7/16

Weekly Agenda Date: 1/12/16

DEPARTMENT HEAD / CITIZEN: David Gleiser, Rural Economic Development Director

SUBJECT: Letter of Support – Correctionville Vision Iowa Grant Application

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**WORDING FOR AGENDA ITEM:** Letter of Support Request for Correctionville Vision Iowa Grant Application

**EXECUTIVE SUMMARY:** The City of Correctionville seeks a letter of support from Woodbury County for their 2016 Community Attraction and Tourism (CAT) grant through Vision Iowa. Correctionville is applying for \$100K to help construct a \$1.2M public pool.

**BACKGROUND:** Total project cost estimate: \$1.2M. The city/residents of Correctionville have passed a ballot measure to bond for \$600K, and they have been working diligently to secure the remainder of funds through public and private grants, and other fundraising efforts. Listed below is an overview of this projects funding status as of to date.

\$600K	Bonds	Approved
\$150K	MRHD	Secured
\$25K	Casey's General Store	Secured
10K	Local Private Donations	Secured
\$100K	Vision Iowa	Applying

**FINANCIAL IMPACT:** 0

**RECOMMENDATION:** Authorize Chairman to sign letter

**ACTION REQUIRED:** Authorize Chairman to sign letter

*Approved by Board of Supervisors March 3, 2015.*





# Woodbury County Board of Supervisors

Courthouse • Room 104  
620 Douglas Street • Sioux City, Iowa 51101  
Telephone (712) 279-6525 • Fax (712) 279-6577

## MEMBERS

LARRY D. CLAUSEN  
SIOUX CITY

MARK A. MONSON  
SERGEANT BLUFF

JACLYN D. SMITH  
SIOUX CITY

MATTHEW A. UNG  
SIOUX CITY

JEREMY J. TAYLOR  
SIOUX CITY

BOARD ADMINISTRATIVE COORDINATOR  
KAREN JAMES

EXECUTIVE SECRETARY / PUBLIC BIDDER  
HEATHER SATTERWHITE

January 12, 2016

Ms. Nicole Shalla  
Vision Iowa/CAT Program Manager  
Iowa Economic Development Authority  
200 East Grand Avenue  
Des Moines, Iowa 50309-1819

Dear Ms. Shalla,

The purpose of this letter is to demonstrate Woodbury County's support for the City of Correctionville's 2016 Community Attraction and Tourism (CAT) Grant Application. Correctionville is one of the largest rural communities in Woodbury County, and plays a significant role in our Western-Iowa region. Serving as the general business manager for Woodbury County, the Woodbury County Board of Supervisors are completely in support of this endeavor.

The proposed recreation project is an excellent example of a project that supports the long-term goals that have been established by the Vision Iowa CAT program. In developing this project, the City of Correctionville has demonstrated a lasting dedication and support in its efforts to date by being visionary in their thinking, and by being committed to building upon their unique assets and values while expanding their recreational and educational opportunities in their community.

The Woodbury County Rural Economic Development Department has identified this project as being an integral part of Correctionville's quality of life for its residents and nearby communities, as well as helping position Correctionville to take advantage of economic development opportunities in tourism and strengthen their community's competitiveness as a great place to live, work, and play.

The proposed recreation project in Correctionville meets the CAT program goals by being a vertical infrastructure project and demonstrates a substantial regional economic impact. Woodbury County strongly recommends that you select Correctionville's application to join the ranks of the approved CAT projects. This project is an ideal one to earn the privilege of being part of this vital Vision Iowa program. Thank you for your consideration.

Sincerely,

Jeremy Taylor, Chairman  
Woodbury County Board of Supervisors

#15

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R**

Date: January 7, 2016

Weekly Agenda Date: January 12, 2016

DEPARTMENT HEAD / CITIZEN: John Pylelo, Director of Planning and Zoning

SUBJECT: Proposed Zoning Ordinance Amendment

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Public Hearing

Give Direction

Other: Informational

Attachments

**WORDING FOR AGENDA ITEM:** Consideration of a Zoning Commission Recommendation with referral for public hearing. For the proposed amendment of Woodbury County's zoning ordinance's Land Use Summary Table and Definitions sections. To allow Conditional Use Permitting for Home Occupation Use Trucking Terminal Operations within the AP and AE zoning Districts.

**EXECUTIVE SUMMARY:** See Narrative Attached

**BACKGROUND:** See Narrative Attached

**FINANCIAL IMPACT:** Approx. \$250.00. Budgeted

**RECOMMENDATION:** Zoning Commission and Staff concur that the recommend changes be made to Woodbury County's Zoning ordinances (see pages 1 and 2 attached).

**ACTION REQUIRED:** A motion to refer the three (3) recommended zoning ordinance changes to the Zoning Commission for public hearing and recommendation.

**To: Board of Supervisors**  
**From: John Pylelo – Planning and Zoning Director**  
**Re: Supervisor Meeting of Tuesday, January 12, 2016**  
**Date: January 7, 2016**

Late last year at multiple Board of Supervisor meetings rural residents expressed their position on the operation of a 210<sup>th</sup> St. over the road trucking business operated by the McRoberts family. The McRoberts have been attempting to operate their business within the county's home occupation use ordinances.

At your November 10, 2015 meeting you tasked the county's Zoning Director to initiate a method of review of zoning ordinances impacting the issue. Specifically whether or not smaller over the road trucking companies should be allowed to operate within the county outside the constraints of certain of the home occupation use limitations.

Pursuant to the ordinances the matter was brought before the membership of the Zoning Commission at work sessions held on November 23<sup>rd</sup> and December 28<sup>th</sup>. At both of those meetings interested 210<sup>th</sup> St. residents attended.

Several options were reviewed with the Commissioners voting to recommend three changes within the zoning ordinances. Those changes are as follows:

- To add a line item use on attached page 32 of the zoning ordinance's Land Use Summary Table as follows:  
*"Truck Terminals (Home Occupation Use)".* Placing the letter "C" within both the AP (Agricultural Preservation) and AE (Agricultural Estates) zoning districts.
- Change on attached page 38 of the ordinance's Land Use Summary Table a line item use as follows:  
Change *"Truck Terminals"* to *"Truck Terminals (Non-Home Occupation Use)"*



- Add within Section 6.01: Construction of Terms as item 168.01 on attached page 93 the definition language as follows:

*“Truck Terminal Operation (Home Occupation Use). A truck terminal operation meeting all Section 4.14 home occupation use tests except the test listed at sub-section 4.14:4 stating home occupation and employee vehicles shall be stored either in a building or screened from a public or private road or from adjacent property.”*

### IMPACT

If adopted an opportunity for review by the Board of Adjustment would be put in place for residents operating over the road trucking from their residence. The potential would exist for operators like the McRoberts to become compliant with ordinances even though vehicles are visible from off parcel locations.

Some of the benefits of the conditional use permit process are as follows:

1. Publication of a legal notice of public hearing
2. Written notice of public hearing details to property owners within 500’.
3. Public hearing before the Board of Adjustment where property owner, citizens and departmental comment is considered.
4. A review of the specific facts of the application with the potential for restrictions placed on any permit issued.

Staff Recommendation: Staff concurs with the Zoning Commission’s recommendation of making the conditional use process available for home occupation use situations in the AP and AE zoning districts.

**Section 3.01: Zoning District Allowed Use Provisions.**

1. **Land Use Summary Table.** The table in subsection 3.03-4, which follows, identifies specific uses that are either principal allowed, conditional, accessory, temporary or prohibited uses in each zoning district.
  - A. Principal allowed uses, indicated by "ok" in the table, are allowed as a matter of right in the zoning district, subject only to compliance with the general standards required for all uses in the zoning district..
  - B. Conditional uses, indicated by "C" in the table, are allowed in the zoning district only upon approval by the Zoning Board of Adjustment based upon findings of compliance with the requirements of subsection 2.02-9.F.
  - C. Accessory uses, indicated by "A" in the table, are either subordinate to or serve a principal allowed or conditional use on the same zoning lot.
  - D. Prohibited uses, indicated by "--" (i.e., a blank) in the table, are not allowed in the zoning district as either a principal allowed, conditional or accessory use. Some uses, indicated by "XX" in the table, are specifically identified as incompatible and therefore prohibited in the zoning district.
2. **Land Use Summary Table Organization.** The table in subsection 3.03-4 is a matrix with a comprehensive listing of uses arrayed down the side of the table with the zoning districts heading the column. The uses are arranged in general categories, e.g. residential, office, trade, industrial, etc. The general categories are arranged in an ascending order of land use perceived urban intensity with agriculture first, followed by residential, then office uses, etc. Within each category, subcategories and individual uses are arranged in alphabetic order.
3. **Interpretation and updating.** The listing of uses in the table in subsection 3.03-4 is intended to be comprehensive; however, it is certain to be incomplete due to omissions or new uses that will be developed in the future. The zoning director shall interpret which uses found in the Land Use Summary Table are comparable to an unlisted use or which zoning districts are appropriate for such use to be allowed as either principal allowed, conditional or accessory uses. The table in subsection 3.03-4 may be updated pursuant to the procedure outlined in Section 2.03 from time to time to reflect legislative acceptance or rejection of the interpretations of the zoning director.

OPTION #3



## ZONING DISTRICTS

### 4. Land Use Summary Table of Allowed Uses in each Zoning District

	Agricultural Preservation AP	Agricultural Estates AE	Non-Agricultural Residential NR	Suburban Residential SR	General Commercial GC	Highway Commercial HC	Limited Industrial LI	General Industrial GI
ok Principal allowed use								
C Conditional use								
A Accessory use								
-- Prohibited use								
<b>Agricultural and agri-business uses (See Sections 1.03-2 and 1.03-3 regarding exemption of farming from these regulations.)</b>								
Animal husbandry	ok	ok	--	--	--	--	--	--
Crop farming	ok	ok	--	--	--	--	--	--
Commercial feedlots	ok	ok	--	--	--	--	--	--
Dairies	ok	ok	--	--	--	--	--	--
Furbearing animal production	ok	ok	--	--	--	--	--	--
Kennels (for breeding dogs, cats etc.)	C	C	--	--	--	--	--	--
Horse stables	ok	ok	--	--	C	--	--	--
Horticultural production (incl. nurseries & greenhouses)	ok	ok	--	--	--	--	--	--
Truck farms	ok	ok	--	--	--	--	--	--
<b>Residential uses (Note: Home Occupations, allowed as accessory uses to residential occupancies subject to conformance with requirements in Sec. 4.14, may include a large range of non-residential uses.)</b>								
Dwellings								
Single-family dwelling	--	ok	ok	ok	--	--	--	--
Single-family dwelling (not more than two per quarter-quarter section)	ok	--	--	--	--	--	--	--
Accessory second dwelling for relative or worker on property	C	C	C	--	--	--	--	--
Two-family dwelling	--	--	--	ok	--	--	--	--
Three/four family dwelling	--	--	--	C	--	--	--	--
Multiple family dwelling	--	--	--	C	--	--	--	--
Family homes	ok	ok	ok	ok	--	--	--	--
Group quarters								
Assisted living dwelling	--	C	C	C	C	--	--	--
Detention facilities	C	--	--	--	--	--	--	--
Dormitory & other group quarters	--	--	--	C	--	--	--	--
Nursing care facility	--	C	C	C	C	--	--	--
Home occupations (See Sec. 4.14)	A	A	A	A	--	--	--	--
Truck Terminals (Home Occupation)	C	C	--	--	--	--	--	--



ZONING DISTRICTS

Manufactured housing park (planned devel.)	--	--	--	--	--	--	--	--
<b>ok</b> Principal allowed use <b>C</b> Conditional use <b>A</b> Accessory use <b>--</b> Prohibited use	<b>AP</b>	<b>AE</b>	<b>NR</b>	<b>SR</b>	<b>GC</b>	<b>HC</b>		<b>GI</b>
Mobile home	C/A	--	--	--	--	--	--	--
<b>Office uses</b>								
Finance, insurance, real estate	--	--	--	--	ok	--	--	--
Governmental offices	--	--	--	--	ok	--	--	--
Medical & dental clinics (incl. chiropractors, podiatrists, orthodontists, etc.)	--	--	--	--	ok	--	--	--
Professional offices (accountants, architects, attorneys, engineers, etc.)	--	--	--	--	ok	--	--	--
Other, general office uses	--	--	--	--	ok	--	--	--
<b>Trade uses</b>								
<b>Consumer and business services</b>								
Animal grooming	ok	--	--	--	ok	--	--	--
Auction services	--	--	--	--	ok	--	--	--
Audio-visual production	--	--	--	--	ok	--	--	--
Barber, beauty, tanning, etc.	--	--	--	--	ok	--	--	--
Broadcast studios	--	--	--	--	ok	--	--	--
Catering services	--	--	--	--	ok	--	--	--
Commercial kennels	C	C	--	--	ok	--	--	--
Copying services	--	--	--	--	ok	--	--	--
Dance, music schools	--	--	--	--	ok	--	--	--
Dressmakers and tailors	--	--	--	--	ok	--	--	--
Dry cleaning/laundry pickup/drop-off stations	--	--	--	--	ok	--	--	--
Employment agencies (not incl. day labor)	--	--	--	--	ok	--	--	--
Exterminators	--	--	--	--	ok	--	--	--
Funeral homes, mortuaries and crematories	--	--	--	--	ok	--	--	--
Health clubs and gyms	--	--	--	--	ok	--	--	--
Laundry, self-service	--	--	--	--	ok	--	--	--
Locksmiths	--	--	--	--	ok	--	--	--
Martial arts instruction	--	--	--	--	ok	--	--	--
Massage establishments	--	--	--	--	ok	--	--	--
Musical instrument service	--	--	--	--	ok	--	--	--
Packaging/shipping shop	--	--	--	--	ok	--	--	--
Pawn shop	--	--	--	--	ok	--	--	--
Pet cemetery	C	--	--	--	--	--	--	--

## ZONING DISTRICTS

<b>ok</b> Principal allowed use <b>C</b> Conditional use <b>A</b> Accessory use <b>--</b> Prohibited use	AP	AE	NR	SR	GC	HC	LI	GI
Photo drop off	--	--	--	--	ok	--	--	--
Photo studio	--	--	--	--	ok	--	--	--
Photo and video production	--	--	--	--	ok	--	--	--
Shoe repair	--	--	--	--	ok	--	--	--
Sign making	--	--	--	--	ok	--	--	--
Tanning salons	--	--	--	--	ok	--	--	--
Tattooing and body piercing	--	--	--	--	ok	--	--	--
Taxidermy	--	--	--	--	ok	--	--	--
Travel agencies	--	--	--	--	ok	--	--	--
Upholstering	--	--	--	--	ok	--	--	--
Veterinarian offices	C	C	--	--	C	--	--	--
<b>Entertainment, hospitality, recreation services</b>								
Adult entertainment (as defined in Sec.	--	--	--	--	--	--	--	ok
Banquet and reception halls	--	--	--	--	C	C	--	--
Bars, cocktail lounges, and taverns	--	--	--	--	C	C	--	--
Exhibition and meeting areas	--	--	--	--	C	C	--	--
<b>Indoor recreation enterprises</b>								
Amusement arcade	--	--	--	--	ok	--	--	--
Archery range	--	--	--	--	ok	--	--	--
Billiards, pool and darts	--	--	--	--	ok	--	--	--
Bowling alley	--	--	--	--	ok	--	--	--
Firing range	--	--	--	--	ok	--	--	--
Skating rink (ice or roller)	--	--	--	--	ok	--	--	--
Lodges and social clubs	--	--	--	--	ok	--	--	--
<b>Outdoor recreation enterprises</b>								
Archery range	C	--	--	--	--	--	--	--
Firing range	C	--	--	--	--	--	--	--
Golf courses	C	C	C	C	C	--	--	--
Golf driving range	C	C	A	A	--	--	--	--
Miniature golf	C	C	--	--	ok	--	--	--
Paintball range	C	--	--	--	--	--	--	--
Tennis courts	--	--	C	C	C	--	--	--
Trap and skeet shooting	C	--	--	--	--	--	--	--
Pools & water recreation	C	C	C	C	C	--	--	--
Racetracks	C	--	--	--	--	--	--	--
Restaurants	--	--	--	--	ok	ok	--	--
Restaurants, drive-through or pickup/delivery	--	--	--	--	ok	ok	--	--



## ZONING DISTRICTS

<b>ok Principal allowed use</b> <b>C Conditional use</b> <b>A Accessory use</b> <b>-- Prohibited use</b>	AP	AE	NR	SR	GC	HC	LI	GI
Restaurants, with alcohol	--	--	--	--	C	C	--	--
Theaters, live or motion picture	--	--	--	--	ok	--	--	--
<b>Lodging</b>								
Bed and breakfast lodging	ok	ok	ok	ok	ok	ok	--	--
Campgrounds	C	C	--	--	C	C	C	C
RV Park	C	C	--	--	C	C	C	C
Hotels, motels	--	--	--	--	ok	ok	--	--
<b>Retail sales, service and rentals of consumer, home and business goods</b>								
Adult products (as defined in Sec. 6.02)	--	--	--	--	--	--	--	ok
Antiques	--	--	--	--	ok	ok	--	--
Appliances and home entertainment	--	--	--	--	ok	--	--	--
Art, crafts, and art & craft supplies	--	--	--	--	ok	--	--	--
Automotive parts and supplies	--	--	--	--	ok	--	--	--
Baked goods, etc. (made on premises)	--	--	--	--	ok	--	--	--
Books, periodicals (not incl. adult books)	--	--	--	--	ok	--	--	--
Building materials	--	--	--	--	ok	--	--	--
Carpet and floor coverings	--	--	--	--	ok	--	--	--
Clothing and accessories	--	--	--	--	ok	--	--	--
Computer hardware and software	--	--	--	--	ok	--	--	--
Convenience stores	--	--	--	--	ok	ok	--	--
Drug stores and pharmacies	--	--	--	--	ok	--	--	--
Dry goods, fabrics	--	--	--	--	ok	--	--	--
Feed and seed sales	C	C	--	--	ok	--	--	--
Florists (incl. retail greenhouses)	--	--	--	--	ok	--	--	--
Furniture and home furnishings	--	--	--	--	ok	--	--	--
Garden supplies (incl. nursery stock)	--	--	--	--	ok	--	--	--
Gifts and cards	--	--	--	--	ok	--	--	--
Groceries	--	--	--	--	ok	--	--	--
Guns, ammunition	--	--	--	--	ok	--	--	--
Hardware	--	--	--	--	ok	--	--	--
Hobby and craft shops	--	--	--	--	ok	--	--	--
Jewelry	--	--	--	--	ok	--	--	--
Meats (no slaughter or butchering)	--	--	--	--	ok	--	--	--
Monument sales	--	--	--	--	ok	--	--	--
Motor vehicle fuels	--	--	--	--	ok	ok	ok	ok
Music (tapes and CD's)	--	--	--	--	ok	--	--	--
Musical instruments and supplies	--	--	--	--	ok	--	--	--
Office machines, furniture and supplies	--	--	--	--	ok	--	--	--



## ZONING DISTRICTS

ok Principal allowed use C Conditional use A Accessory use -- Prohibited use	AP	AE	NR	SR	GC	HC	LI	GI
Package liquor	--	--	--	--	ok	ok	--	--
Paint and wallcoverings	--	--	--	--	ok	--	--	--
Pets, pet foods and supplies	--	--	--	--	ok	--	--	--
Photographic equipment and supplies	--	--	--	--	ok	--	--	--
Shoes	--	--	--	--	ok	--	--	--
Sporting goods	--	--	--	--	ok	--	--	--
Tobacco products	--	--	--	--	ok	--	--	--
Toys	--	--	--	--	ok	--	--	--
Used goods sales	--	--	--	--	ok	--	--	--
Videos (not incl. adult videos)	--	--	--	--	ok	--	--	--
<b>Vehicle sales, service and rental</b>								
Boat and recreational vehicles	--	--	--	--	ok	--	--	--
Construction equipment	--	--	--	--	ok	--	--	--
Farm equipment	C	--	--	--	ok	--	--	--
Automobiles and light duty trucks	--	--	--	--	ok	--	--	--
Trucks	--	--	--	--	ok	--	--	--
Vehicle repair	C	--	--	--	ok	ok	ok	--
<b>Wholesale trade</b>								
Mail order houses	--	--	--	--	--	--	ok	--
Wholesale businesses	--	--	--	--	--	--	ok	--
<b>Industrial uses</b>								
<b>Heavy service businesses</b>								
Automotive salvage and wrecking	--	--	--	--	--	--	--	C
Automotive parts remanufacturing	--	--	--	--	--	--	ok	ok
Construction contractor yards	--	--	--	--	--	--	ok	ok
Fertilizer storage/distrib./application	C	--	--	--	--	--	ok	ok
Furniture stripping and refinishing	--	--	--	--	ok	--	ok	--
Janitorial and building maintenance	--	--	--	--	ok	--	ok	--
Laundry and dry cleaning facilities	--	--	--	--	--	--	ok	--
Machine and welding shops	C	--	--	--	ok	--	ok	--
Printing and publishing	--	--	--	--	ok	--	ok	ok
Research and development laboratories	C	--	--	--	--	--	ok	ok
Saw Mills	C	--	--	--	--	--	ok	--
Tree services (incl. fire wood storage)	C	--	--	--	--	--	ok	--
Truck stops	--	--	--	--	--	ok	--	C
Vehicle towing services	--	--	--	--	--	--	--	C
<b>Manufacturing and processing</b>								
Animal food processing (livestock feeds)	C	--	--	--	--	--	--	C
Animal food processing (pet foods)	--	--	--	--	--	--	--	C



## ZONING DISTRICTS

ok Principal allowed use C Conditional use A Accessory use -- Prohibited use	AP	AE	NR	SR	GC	HC	LI	GI
Apparel and textile manufacturing	--	--	--	--	--	--	--	C
Art, jewelry and toy production	--	--	--	--	--	--	--	C
Chemical manufacturing	--	--	--	--	--	--	--	C
Ethanol fuel distilling	C	--	--	--	--	--	--	C
Food processing								
Bakery, commercial	--	--	--	--	--	--	C	C
Dairy processing	--	--	--	--	--	--	C	C
Grain processing	--	--	--	--	--	--	C	C
Meat processing	--	--	--	--	--	--	C	C
Other food processing	--	--	--	--	--	--	C	C
Heavy construction services								
Aggregate crushing and screening	C	--	--	--	--	--	--	C
Asphalt mixing	--	--	--	--	--	--	--	C
Concrete mixing	--	--	--	--	--	--	--	C
Temporary heavy construction services								
Aggregate crush & screen (temporary)	C	--	--	--	--	--	C	C
Asphalt mixing (temporary)	C	--	--	--	--	--	C	C
Concrete mixing (temporary)	C	--	--	--	--	--	C	C
Lumber and wood products manufacturing	--	--	--	--	--	--	--	C
Metal products manuf. (incl. plating and enameling)	--	--	--	--	--	--	--	C
Machinery manufacturing	--	--	--	--	--	--	--	C
Prefabricated structure manufacturing	--	--	--	--	--	--	--	C
Tire retreading	--	--	--	--	--	--	--	C
Wood working and cabinetry	--	--	--	--	--	--	C	C
Resource extraction								
Borrow pits for earth materials	C	--	--	--	--	--	--	C
Gravel and stone quarries	C	--	--	--	--	--	--	C
Warehousing and freight handling								
Air freight terminals	--	--	--	--	--	--	ok	ok
Cold storage plants	--	--	--	--	--	--	ok	ok
Freight storage, general warehousing	--	--	--	--	--	--	ok	ok
Fuel and lubricant distributors	C	--	--	--	--	--	ok	ok
Grain terminals & elevators	C	--	--	--	--	--	ok	ok
Household moving and storage	--	--	--	--	--	--	ok	ok
Intermodal freight transfer facilities	--	--	--	--	--	--	ok	ok
Chemical and gas bulk storage	--	--	--	--	--	--	C	C
Mail processing center	--	--	--	--	--	--	ok	ok
Personal storage facilities	--	--	--	--	ok	--	ok	ok
Parcel delivery services	--	--	--	--	--	--	ok	ok



## ZONING DISTRICTS

<b>ok Principal allowed use</b> <b>C Conditional use</b> <b>A Accessory use</b> <b>-- Prohibited use</b>	AP	AE	NR	SR	GC	HC	LI	GI
Retail store inventory storage	--	--	--	--	A	--	ok	ok
Sand and gravel storage	C	--	--	--	--	--	ok	ok
Truck terminals	--	--	--	--	--	--	ok	ok
Wholesale distribution centers	--	--	--	--	--	--	ok	ok
<b>Waste processing and transfer</b>								
Portable toilet storage and cleaning	--	--	--	--	--	--	ok	ok
Recycling operations (incl. scrap metal)	--	--	--	--	--	--	--	C
Rendering plants	--	--	--	--	--	--	--	C
Sanitary landfill	C	--	--	--	--	--	--	C
Waste composting	C	--	--	--	--	--	--	C
Waste incineration	--	--	--	--	--	--	--	C
<b>Institutional uses</b>								
Cemeteries, mausoleums and columbaria	C	C	C	C	--	--	--	--
<b>Community facilities</b>								
Activity/social service centers								
Community centers	ok	ok	ok	ok	ok	--	--	--
Day camp, recreation	ok	ok	ok	C	C	--	--	--
Fields for competitive athletic	C	C	C	C	--	--	--	--
Libraries and museums	C	C	C	C	ok	--	--	--
Parks and public open space	ok	ok	ok	ok	--	--	--	--
<b>Day Care</b>								
Licensed day care (adult or child)	C	C	C	C	C	--	--	--
<b>Medical services</b>								
Blood bank	--	--	--	--	ok	--	--	--
Emergency care center	--	--	--	--	ok	--	--	--
Substance abuse treatment (in-patient)	C	C	--	--	ok	--	--	--
Hospitals	--	--	--	--	ok	--	--	--
Plasma centers	--	--	--	--	ok	--	--	--
<b>Religious facilities</b>								
Churches, synagogues, temples and religious shrines	ok	ok	ok	ok	ok	--	--	--
<b>Schools</b>								
Boarding schools	--	--	--	--	ok	--	--	--
Colleges, business and trade schools	C	C	--	--	ok	--	--	--
Nursery, elementary and secondary schools	C	ok	ok	ok	--	--	--	--
<b>Social services</b>								
Detention facilities	C	--	--	--	C	--	C	--
Food banks	--	--	--	--	ok	--	--	--
Halfway house for non-penal residents	C	C	C	C	--	--	--	--
Homeless shelters	--	--	--	--	ok	--	--	--



ZONING DISTRICTS

ok Principal allowed use	AP	AE	NR	SR	GC	HC	LI	GI
C Conditional use								
A Accessory use								
-- Prohibited use								
Hospice facility	C	C	C	C	--	--	--	--
Hospice services	--	--	--	--	ok	--	--	--
Substance abuse counseling	C	C	--	--	ok	--	--	--
Soup kitchens	--	--	--	--	ok	--	--	--
<b>Transportation, communication and public services</b>								
Air transportation								
Airport and heliport	C	C	--	--	--	--	--	--
Bus garage	C	--	--	--	ok	--	ok	--
Pipelines								
Pipelines	C	C	C	C	C	C	C	C
Pipeline terminals, pumping stations, etc.	C	--	--	--	--	--	C	C
Public services								
Ambulance stations	C	C	C	C	ok	--	--	--
Fire stations	C	C	C	C	ok	--	--	--
Police stations	C	C	C	C	ok	--	--	--
Public service garage	--	--	--	--	C	C	ok	C
Railroads								
Rail lines	C	C	C	C	C	C	C	C
Rail switch yards, equipment repair & maint.	C	--	--	--	--	--	C	C
Signs								
Off-premise	--	--	--	--	C	C	--	--
On-premise	A	A	A	A	A	A	A	A
Telecommunication towers and facilities								
Antennas on existing structures	ok	ok	ok	ok	ok	ok	ok	ok
Telecommunication towers	C	C	C	C	C	C	C	C
Utilities								
Electrical energy generation (not incl. wind)	--	--	--	--	--	--	--	C
Electrical energy wind generation (Commercial)	C	--	--	--	--	--	--	C
Sewage treatment plants	C	C	C	C	C	C	C	C
Utility substations	ok	ok	--	--	ok	--	--	ok
Electric wind generator (Private use)	C	C	C	C	C	C	C	C
Sewage treatment for subdivision	C	C	C	C	C	C	C	C
Sewage lagoon	C	C	C	C	C	C	C	C
Water storage tanks	C	C	C	C	C	C	C	C



**Stable, Private.** An accessory structure or land use that is designed, arranged, used, or intended to be used for the keeping of equines for the private use of the occupants of a principal dwelling and their guests, but in no event for hire.

**Stable, Riding.** A structure or land use in or on which equines are kept for sale or hire to the public. Breeding, boarding, or training of equines may also be conducted.

**State.** The State of Iowa.

**Street.** (see Road)

**Structural alteration.** Any change in the supporting members of a structure, such as bearing walls, columns, beams or girders.

**Structure.** Anything constructed, erected or placed on a fixed location on the ground or on another structure, specifically including buildings, walls, fences, signs, swimming pools, towers, and storage tanks, but excluding paving and walkways. Vehicles and other movable objects may be considered as structures if they are placed in a generally fixed location for a purpose other than transportation.

**Telecommunication Tower.** A self-supporting lattice, guyed, or monopole structure that supports telecommunications facilities. The term tower shall not include amateur radio operator's equipment as licensed by the FCC or structure supporting an earth station antenna serving residential premises or dwelling units exclusively.

**Tract.** A fractional part of a section of land or a lot within a subdivision.

**Truck Terminal Operation (Home Occupation Use).** A truck terminal operation meeting all Section 4.14 Home occupation use tests except the test listed at sub-section 4.14:4 stating home occupation and employee vehicles shall be stored either in a building or screened from a public or private road or from an adjacent property.

**Use.** The type of activity or purpose for which a parcel of land and/or structure is arranged, designed, or intended, or for which it may be occupied.

**Use, Accessory.** A use that serves or is subordinate in purpose to another allowed use on the same lot.

**Use, Allowed.** A principal, conditional or accessory use that may be established in conformance with the regulations of the zoning district in which it is located.

**Use, Conditional.** A use that is allowed in conformance with the regulations of the zoning district in which it is located, if and only if, approved by the Board of Adjustment as provided in subsection 2.02-9.

**Use, Principal.** A use that is allowed as a matter of right in conformance with the regulations of the zoning district in which it is located.

**Utility.** Services and facilities that provide usefulness and amenity for developed property. Utilities include, but are not limited to, sanitary sewer, water systems, natural gas, electricity, wind generation, solar collectors, telephone, cable television, and other telecommunication systems.

**Variance.** Relief from specific requirements of this zoning ordinance granted by the Board of Adjustment pursuant to subsection 2.02.8.

**Warehouse.** A building or other facility used for storage of goods and materials.

**Wholesale trade.** The transportation, distribution and sale of goods, wares, or merchandise to retailers or others who are not the end users of the goods, wares or merchandise.

OPTION # 2 3 3

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC**

# 16

Date: January 08, 2016

Weekly Agenda Date: January 12, 2016

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Consideration of permit to work in the Highway Right of Way.**

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**Consideration X**

**WORDING FOR AGENDA ITEM:** Consideration of permit for work within the Highway Right of Way for Mid American Energy to allow installation of street lights at the intersection of CF Industries Drive and 255<sup>th</sup> Street.

**EXECUTIVE SUMMARY:** Permittee requested a permit to work in the right of way of 255<sup>th</sup> Street to place lighting at the intersection.

**BACKGROUND:** Work in ROW requires permit by Board of Supervisors per section 318.8 of the Code of Iowa.

**FINANCIAL IMPACT:** None

**RECOMMENDATION:** Recommend approval of application.

**ACTION REQUIRED/PROPOSED MOTION:** Motion to approve permit to work in the Highway Right of Way for MidAmerican Energy.

*Approved by Board of Supervisors March 3, 2015.*





## Woodbury County Secondary Roads Department

759 E. Frontage Road • Merville, Iowa 51039  
Telephone (712) 279-6484 • (712) 873-3215 • Fax (712) 873-3235

COUNTY ENGINEER  
Mark J. Nahra, P.E.  
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ASSISTANT TO THE COUNTY ENGINEER  
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SECRETARY  
Tish Brice  
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### WOODBURY COUNTY SECONDARY ROAD DEPARTMENT PERMIT & AGREEMENT TO PERFORM WORK WITHIN WOODBURY COUNTY RIGHT OF WAY

Name of Permittee: MidAmerican Energy Phone No.: 712-277-5245

Mailing Address: 2761 Port Neal Circle Att: Nick Novotny Solix, IA 51052

Township: Liberty Section: 19

Woodbury County, State of Iowa, and MidAmerican Energy (hereinafter referred to as property owner, organization or authorized representative) do hereby enter into the following permit and agreement:

1. Woodbury County hereby consents to and grants permission to the property owner, organization or authorized representative, to conduct the following described construction or activities within the right-of-way:

Install Street lights at the intersection of CF Industries Pr. and 255<sup>th</sup> Street

2. In consideration of Woodbury County granting said permission and consent, the property owner, organization or authorized representative hereby promises and agrees to the following:

A. The applicant shall carry on the construction, repair and maintenance with serious regard to the safety of the traveling public and adjacent property owners.

B. The property owner, organization or authorized representative, at his/her own expense, shall provide all safety measures and warning devices necessary to protect the traveling public such as but not limited to, signs, lights, and barricades during the day and at night if the roadway will be obstructed. Traffic protection shall be in accordance with Part VI of the current Manual on Uniform Traffic Control Devices for Streets and Highways. The Department will loan the required signs to the applicant who shall be responsible for placing the signs and covering or removing when not in use, removal after the work has been completed, and return of the Department owned signs to the Department maintenance facility from which obtained. The applicant shall be responsible for correctly using signs as needed while work is in progress. Flagging operations are the responsibility of the applicant.

C. In placing any drainage structure, no natural drainage course will be altered or blocked.

D. The finished project shall be left in a satisfactory condition subject to the approval of the County Engineer. The traveled portion of the roadway shall not be damaged or disturbed. The property owner, organization or authorized representative assumes all liability and agrees to reimburse Woodbury County for any damage to the roadway or ditch caused by placement of this structure. Permittee is to call County Engineer for upon completion for final inspection.

E. The property owner, organization or authorized representative shall notify all appropriate telephone and utility companies in advance of any excavation and shall check for underground electric or telephone lines.

F. Woodbury County will not assume any of the cost of the construction of the said improvement or structure nor will Woodbury County assume any future costs for maintenance or replacement of said improvement or structure. If in the best interest of Woodbury County, the said improvement or structure may be removed by the County, or may be caused to be removed, without any obligation by Woodbury County to pay damages or cost of replacement.

G. Property owner, organization or authorized representative will reseed and mulch the disturbed areas. Property owner, organization or authorized representative will be responsible for seed, mulch, and labor unless otherwise provided in section L.

H. The property owner, organization, or authorized representative hereby agrees to hold Woodbury County and the Woodbury County Secondary Road Department, its employees and agents harmless against any and all claims for damages and personal injury arising out of work performed or actions taken by the applicant related to the construction or maintenance of the facility. The applicant further agrees to reimburse the County or the Department for any expenditures that the County or Department may have to make on said highway rights of way on account of said applicant's construction or maintenance activity or other activities or lack thereof. The applicant shall also save Woodbury County and the Woodbury County Secondary Road Department harmless of any damage or losses that may be sustained by the traveling public on account of such construction, repair or maintenance operations, or other activities.

I. **FAILURE TO CONFORM TO OR TO ACQUIRE A PERMIT IS A VIOLATION OF SECTION 318.8, 2009 CODE OF IOWA.** This permit is subject to any laws now in effect or any laws that may be hereafter enacted and all applicable rules and regulations of local, state and federal agencies. This permit is subject to all the rules and regulations of Woodbury County and the Woodbury County Secondary Road Department.

J. This permit is subject to revocation by the Department at any time and at no cost to the Department, when in the judgment of the Department it is necessary in the improvement or maintenance of the highway or for other reasonable cause.

K. All proposed work covered by this permit shall be at the applicant's expense. The applicant shall reimburse the Woodbury County Secondary Road Department for any materials removed from the highway right of way described as follows:


\_\_\_\_\_  
\_\_\_\_\_

L. Woodbury County agrees to provide the following contribution toward completion of this project:

\_\_\_\_\_  
\_\_\_\_\_

M. All work done by property owner, organization or authorized representative pursuant to this agreement shall be completed prior to the 15 day of February, 2016.

Entered into this 30 day of Dec, 2015.

 N. Novak  
Signature of Property Owner or Authorized Representative

\_\_\_\_\_  
Woodbury County Engineer

\_\_\_\_\_  
Chair, Woodbury County Board of Supervisors

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R**



Date: January 4, 2016

Weekly Agenda Date: January 12, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dennis D. Butler, Finance/Operations Controller

SUBJECT: Annual Urban Renewal Report, Fiscal Year 2014 - 2015

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**WORDING FOR AGENDA ITEM:** Discussion and Action on the Annual Urban Renewal Report, Fiscal Year 2014 - 2015.

**EXECUTIVE SUMMARY:** Every year by December 1, the Annual Urban Renewal Report has to be filed with the Department of Management. Our first expenditures of TIF funds came during Fiscal Year 2014 -2015. There were attorney fees involving TIF related expenditures. Also there was the first TIF tax rebate for the Platinum Grain Project. The report was missed, but has since been filed with the Department of Management which has fulfilled the County's obligations. In future years the report will be filed on or before December 1.

**BACKGROUND:**

**FINANCIAL IMPACT:** None

**RECOMMENDATION:** The Board of Supervisors has to approve by motion the Annual Urban Renewal Report for Fiscal Year 2015.



**ACTION REQUIRED / PROPOSED MOTION:** Motion by \_\_\_\_\_, second by \_\_\_\_\_ to approve the Annual Urban Renewal Report for Fiscal Year 2014 – 2015.

*Approved by Board of Supervisors March 3, 2015.*

**Annual Urban Renewal Report, Fiscal Year 2014 - 2015**

**Levy Authority Summary**

Local Government Name: WOODBURY COUNTY  
 Local Government Number: 97

Active Urban Renewal Areas	U.R. #	# of Tif Taxing Districts
LIBERTY TWP/LIBERTY PARK	97026	3
MILLER TWP/PLATINUM GRAIN	97027	1

**TIF Debt Outstanding: 2,108,080**

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<b>TIF Sp. Rev. Fund Cash Balance</b>			<b>Amount of 07-01-2014 Cash Balance</b>
<b>as of 07-01-2014:</b>	<b>0</b>	<b>0</b>	<b>Restricted for LMI</b>

TIF Revenue:	109,332
TIF Sp. Revenue Fund Interest:	0
Property Tax Replacement Claims	0
Asset Sales & Loan Repayments:	0
<b>Total Revenue:</b>	<b>109,332</b>

Rebate Expenditures:	52,641
Non-Rebate Expenditures:	8,080
Returned to County Treasurer:	0
<b>Total Expenditures:</b>	<b>60,721</b>

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<b>TIF Sp. Rev. Fund Cash Balance</b>			<b>Amount of 06-30-2015 Cash Balance</b>
<b>as of 06-30-2015:</b>	<b>48,611</b>	<b>0</b>	<b>Restricted for LMI</b>

**Year-End Outstanding TIF Obligations, Net of TIF Special Revenue Fund Balance: 1,998,748**



**Urban Renewal Area Data Collection**

Local Government Name: WOODBURY COUNTY (97)  
 Urban Renewal Area: LIBERTY TWP/LIBERTY PARK  
 UR Area Number: 97026  
 UR Area Creation Date: 02/2013  
 UR Area Purpose: CF Industries expansions

**Tax Districts within this Urban Renewal Area**

	Base No.	Increment No.	Increment Value Used
LIBERTY TWP/SERGEANT BLUFF SCH/LIBERTY PARK TIF- INCR	97243	97244	36,253
LIBERTY TWP/SGT BLUFF SCH/LIBERTY PARK AMEND #1-INCR	97247	97248	17,811
LIBERTY TWP/WESTWOOD SCH/LIBERTY PARK AMEND#1-INCR	97249	97250	225,107

**Urban Renewal Area Value by Class - 1/1/2013 for FY 2015**

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	1,394,150	273,640	1,180,840	11,705,423	0	-3,704	14,550,349	0	14,550,349
Taxable	605,055	148,861	1,121,799	11,120,154	0	-3,704	12,992,165	0	12,992,165
Homestead Credits									3

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2014:**

0

0

**Amount of 07-01-2014 Cash Balance Restricted for LMI**

TIF Revenue: 56,691  
 TIF Sp. Revenue Fund Interest: 0  
 Property Tax Replacement Claims: 0  
 Asset Sales & Loan Repayments: 0  
**Total Revenue: 56,691**

Rebate Expenditures: 0  
 Non-Rebate Expenditures: 8,080  
 Returned to County Treasurer: 0  
**Total Expenditures: 8,080**

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2015:**

48,611

0

**Amount of 06-30-2015 Cash Balance Restricted for LMI**

## Projects For LIBERTY TWP/LIBERTY PARK

### CF Industries Expansions

Description:	Industrial Expansion
Classification:	Industrial/manufacturing property
Physically Complete:	No
Payments Complete:	No



## Debts/Obligations For LIBERTY TWP/LIBERTY PARK

### Internal Loan

Debt/Obligation Type:	Internal Loans
Principal:	100,000
Interest:	0
Total:	100,000
Annual Appropriation?:	No
Date Incurred:	04/30/2013
FY of Last Payment:	2018

### Attorney Fees

Debt/Obligation Type:	Other Debt
Principal:	8,080
Interest:	0
Total:	8,080
Annual Appropriation?:	No
Date Incurred:	11/02/2015
FY of Last Payment:	2035

## Non-Rebates For LIBERTY TWP/LIBERTY PARK

TIF Expenditure Amount:	8,080
Tied To Debt:	Attorney Fees
Tied To Project:	CF Industries Expansions

**TIF Taxing District Data Collection**

Local Government Name: WOODBURY COUNTY (97)  
 Urban Renewal Area: LIBERTY TWP/LIBERTY PARK (97026)  
 TIF Taxing District Name: LIBERTY TWP/SERGEANT BLUFF SCH/LIBERTY PARK TIF- INCR  
 TIF Taxing District Inc. Number: 97244  
 TIF Taxing District Base Year: 2012  
 FY TIF Revenue First Received: 2015  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2035

UR Designation	
Slum	No
Blighted	No
Economic Development	02/2013

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	105,740	0	0	11,705,423	0	0	11,811,163	0	11,811,163
Taxable	45,891	0	0	11,120,154	0	0	11,166,045	0	11,166,045
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	11,774,913	36,250	36,253	-3	0

FY 2015 TIF Revenue Received: 6,000

**TIF Taxing District Data Collection**

Local Government Name: WOODBURY COUNTY (97)  
 Urban Renewal Area: LIBERTY TWP/LIBERTY PARK (97026)  
 TIF Taxing District Name: LIBERTY TWP/SGT BLUFF SCH/LIBERTY PARK AMEND #1-INCR  
 TIF Taxing District Inc. Number: 97248  
 TIF Taxing District Base Year: 2012  
 FY TIF Revenue First Received: 2015  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2035

UR Designation	
Slum	No
Blighted	No
Economic Development	12/2013

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	96,360	0	120,250	0	0	0	216,610	0	216,610
Taxable	41,820	0	114,238	0	0	0	156,058	0	156,058
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	216,610	0	17,811	-17,811	-412

FY 2015 TIF Revenue Received: 10,000



**TIF Taxing District Data Collection**

Local Government Name: WOODBURY COUNTY (97)  
 Urban Renewal Area: LIBERTY TWP/LIBERTY PARK (97026)  
 TIF Taxing District Name: LIBERTY TWP/WESTWOOD SCH/LIBERTY PARK AMEND#1-INCR  
 TIF Taxing District Inc. Number: 97250  
 TIF Taxing District Base Year: 2012  
 FY TIF Revenue First Received: 2015  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2035

UR Designation	
Slum	No
Blighted	No
Economic Development	05/2013

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	1,192,050	273,640	1,060,590	0	0	-3,704	2,522,576	0	2,522,576
Taxable	517,344	148,861	1,007,561	0	0	-3,704	1,670,062	0	1,670,062
Homestead Credits									3

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	2,294,360	231,920	225,107	6,813	168

FY 2015 TIF Revenue Received: 40,691

**Urban Renewal Area Data Collection**

Local Government Name: WOODBURY COUNTY (97)  
 Urban Renewal Area: MILLER TWP/PLATINUM GRAIN  
 UR Area Number: 97027

UR Area Creation Date: 05/2012

UR Area Purpose: The purpose of this TIF area is for tax increment rebates to Platinum Grain for the construction of a storage facility for grain

Tax Districts within this Urban Renewal Area	Base No.	Increment No.	Increment Value Used
MILLER TWP/ANTHON-OTO SCH/PLATINUM GRAIN TIF - INCR	97245	97246	2,242,003

**Urban Renewal Area Value by Class - 1/1/2013 for FY 2015**

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	3,146,670	0	0	0	3,146,670	0	3,146,670
Taxable	0	0	2,989,337	0	0	0	2,989,337	0	2,989,337
Homestead Credits									0

**TIF Sp. Rev. Fund Cash Balance as of 07-01-2014:** 0      **Amount of 07-01-2014 Cash Balance Restricted for LMI**

TIF Revenue: 52,641  
 TIF Sp. Revenue Fund Interest: 0  
 Property Tax Replacement Claims: 0  
 Asset Sales & Loan Repayments: 0  
**Total Revenue: 52,641**

Rebate Expenditures: 52,641  
 Non-Rebate Expenditures: 0  
 Returned to County Treasurer: 0  
**Total Expenditures: 52,641**

**TIF Sp. Rev. Fund Cash Balance as of 06-30-2015:** 0      **Amount of 06-30-2015 Cash Balance Restricted for LMI**

## Projects For MILLER TWP/PLATINUM GRAIN

### Platinum Grain

Description:	Construction of grain storage
Classification:	Commercial - warehouses and distribution facilities
Physically Complete:	Yes
Payments Complete:	No



## Debts/Obligations For MILLER TWP/PLATINUM GRAIN

### Platinum Grain

Debt/Obligation Type:	Rebates
Principal:	2,000,000
Interest:	0
Total:	2,000,000
Annual Appropriation?:	No
Date Incurred:	05/08/2012
FY of Last Payment:	2024

## Rebates For MILLER TWP/PLATINUM GRAIN

**2309 HWY 31 Anthon IA 51004**

TIF Expenditure Amount:	52,641
Rebate Paid To:	Platinum Grain
Tied To Debt:	Platinum Grain
Tied To Project:	Platinum Grain
Projected Final FY of Rebate:	2024

**TIF Taxing District Data Collection**

Local Government Name: WOODBURY COUNTY (97)  
 Urban Renewal Area: MILLER TWP/PLATINUM GRAIN (97027)  
 TIF Taxing District Name: MILLER TWP/ANTHON-OTO SCH/PLATINUM GRAIN TIF - INCR  
 TIF Taxing District Inc. Number: 97246  
 TIF Taxing District Base Year: 2011  
 FY TIF Revenue First Received: 2015  
 Subject to a Statutory end date? Yes  
 Fiscal year this TIF Taxing District statutorily ends: 2035

	UR Designation
Slum	No
Blighted	No
Economic Development	05/2012

TIF Taxing District Value by Class - 1/1/2013 for FY 2015

	Agricultural	Residential	Commercial	Industrial	Other	Military	Total	Gas/Electric Utility	Total
Assessed	0	0	3,146,670	0	0	0	3,146,670	0	3,146,670
Taxable	0	0	2,989,337	0	0	0	2,989,337	0	2,989,337
Homestead Credits									0

	Frozen Base Value	Max Increment Value	Increment Used	Increment Not Used	Increment Revenue Not Used
Fiscal Year 2015	44,000	2,989,337	2,242,003	747,334	16,616

FY 2015 TIF Revenue Received: 52,641



**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) F**

#17b

Date: January 7, 2016

Weekly Agenda Date: January 12, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Dennis D. Butler, Finance/Operations Controller,  
Jeremy Taylor, Chairman of the Woodbury County  
Supervisors

SUBJECT: Discussion of the Amendment to Development Agreement between Woodbury County and CF  
Industries Nitrogen, LLC Related to State of Iowa High Quality Jobs  
Program

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**WORDING FOR AGENDA ITEM:** Discussion of the Amendment to Development Agreement between Woodbury County and CF Industries Nitrogen, LLC Related to State of Iowa High Quality Jobs Program.

**EXECUTIVE SUMMARY:** On September 13, 2013 Woodbury County and CF Industries Nitrogen, LLC entered into a Development Agreement where each entity agreed to several items. One of the items agreed to was a 20 year abatement schedule which gradually increased the taxable valuation over the 20 year period. For January 1, 2016 there was a 100 percent abatement exemption. On January 1, 2015 the County Assessor placed a partial completion assessment on the new CF Plant in the amount of 36,007,950. For this reason the two entities are requesting the Board of Supervisors and CF Industries Nitrogen, LLC to approve an amendment to the original Development Agreement by amending the Abatement Schedule to reflect a new schedule that would make the January 1, 2015 assessment 100 percent abated. The term of the abatement schedule would still remain 20 years with the total 100 percent assessed value in year 2035 instead of 2036. Also to keep in the spirit of the agreement the abatement schedule is being increased by an additional .75 percent for years 2017 through 2034. This increase will produce the tax savings that would have been for 2035 in the original Development Agreement. For 2035 the tax savings amount would have amounted to \$2,434,014. As shown in the new abatement schedule the revised abatement would equal the savings that would have occurred in the original agreement less \$380,315 in additional tax savings to CF that would be the near equivalent of what CF is realizing by having the additional exemption spread from 2017-2034 earlier than in one lump sum total of 2035. This was actually pointed out by CF in a good-faith effort, and is appreciated. CF is agreeable with the Amended Development Agreement.

**BACKGROUND:**

**FINANCIAL IMPACT:** None

**RECOMMENDATION:** Approve the Amended Development Agreement on the following Tuesday, January 19, 2016.

**ACTION REQUIRED / PROPOSED MOTION:**

*Approved by Board of Supervisors March 3, 2015.*



Assessment Year	Effective Payment Year	Exemption Percentage	Full FMV	Abated Assessed Value		Tax Rate	Tax Due	Tax Without Abatement		Discounted Savings	Additional Exemption	Additional Abated Assessed Value		Additional Tax Savings	Tax Savings with Additional	Discounted Value of Savings with Additional		Discount Factor
				Abatement	Value			Tax Savings	Tax Savings			Value	Savings			Savings with Additional	Savings with Additional	
2015	2016	100%	36,007,950	\$ 36,007,950	\$ -	25.56737	\$ -	\$ 920,629	\$ 920,629	\$920,628.58	0.00%	\$ -	\$ -	\$ 920,628.58	\$920,628.58	100%		
2016	2017	100%	\$ 595,000,000	\$ 595,000,000	\$ -	25.56737	\$ -	\$ 15,212,585	\$ 15,212,585	\$15,212,585.15	0.00%	\$ -	\$ -	\$ 15,212,585.15	\$15,212,585.15	100%		
2017	2018	96%	\$ 595,000,000	\$ 571,200,000	\$ 23,800,000	25.56737	\$ 608,503	\$ 15,212,585	\$ 14,604,082	\$14,341,629.92	0.75%	\$ 4,462,500	\$ 114,094	\$ 14,718,176.13	\$14,453,673.90	98%		
2018	2019	91%	\$ 595,000,000	\$ 541,450,000	\$ 53,550,000	25.56737	\$ 1,369,133	\$ 15,212,585	\$ 13,843,452	\$13,350,358.47	0.75%	\$ 4,462,500	\$ 114,094	\$ 13,957,546.88	\$13,460,388.89	96%		
2019	2020	87%	\$ 595,000,000	\$ 517,650,000	\$ 77,350,000	25.56737	\$ 1,977,636	\$ 15,212,585	\$ 13,234,949	\$12,534,154.49	0.75%	\$ 4,462,500	\$ 114,094	\$ 13,349,043.47	\$12,642,207.55	95%		
2020	2021	82%	\$ 595,000,000	\$ 487,900,000	\$ 107,100,000	25.56737	\$ 2,738,265	\$ 15,212,585	\$ 12,474,320	\$11,601,493.46	0.75%	\$ 4,462,500	\$ 114,094	\$ 12,588,414.21	\$11,707,604.68	93%		
2021	2022	78%	\$ 595,000,000	\$ 464,100,000	\$ 130,900,000	25.56737	\$ 3,346,769	\$ 15,212,585	\$ 11,865,816	\$10,837,245.36	0.75%	\$ 4,462,500	\$ 114,094	\$ 11,979,910.81	\$10,941,449.64	91%		
2022	2023	74%	\$ 595,000,000	\$ 440,300,000	\$ 154,700,000	25.56737	\$ 3,955,272	\$ 15,212,585	\$ 11,257,313	\$10,096,719.22	0.75%	\$ 4,462,500	\$ 114,094	\$ 11,371,407.40	\$10,199,050.84	90%		
2023	2024	69%	\$ 595,000,000	\$ 410,550,000	\$ 184,450,000	25.56737	\$ 4,715,901	\$ 15,212,585	\$ 10,496,684	\$9,245,319.13	0.75%	\$ 4,462,500	\$ 114,094	\$ 10,610,778.14	\$9,345,811.72	88%		
2024	2025	65%	\$ 595,000,000	\$ 386,750,000	\$ 208,250,000	25.56737	\$ 5,324,405	\$ 15,212,585	\$ 9,888,180	\$8,552,841.59	0.75%	\$ 4,462,500	\$ 114,094	\$ 10,002,274.74	\$8,651,528.23	86%		
2025	2026	60%	\$ 595,000,000	\$ 357,000,000	\$ 238,000,000	25.56737	\$ 6,085,034	\$ 15,212,585	\$ 9,127,551	\$7,753,049.89	0.75%	\$ 4,462,500	\$ 114,094	\$ 9,241,645.48	\$7,849,963.01	85%		
2026	2027	56%	\$ 595,000,000	\$ 333,200,000	\$ 261,800,000	25.56737	\$ 6,693,537	\$ 15,212,585	\$ 8,519,048	\$7,106,137.58	0.75%	\$ 4,462,500	\$ 114,094	\$ 8,633,142.07	\$7,201,309.07	83%		
2027	2028	52%	\$ 595,000,000	\$ 309,400,000	\$ 285,600,000	25.56737	\$ 7,302,041	\$ 15,212,585	\$ 7,910,544	\$6,479,972.82	0.75%	\$ 4,462,500	\$ 114,094	\$ 8,024,638.67	\$6,573,433.97	82%		
2028	2029	47%	\$ 595,000,000	\$ 279,650,000	\$ 315,350,000	25.56737	\$ 8,062,670	\$ 15,212,585	\$ 7,149,915	\$5,751,643.44	0.75%	\$ 4,462,500	\$ 114,094	\$ 7,264,009.41	\$5,843,424.98	80%		
2029	2030	43%	\$ 595,000,000	\$ 255,850,000	\$ 339,150,000	25.56737	\$ 8,671,174	\$ 15,212,585	\$ 6,541,412	\$5,167,575.24	0.75%	\$ 4,462,500	\$ 114,094	\$ 6,655,506.00	\$5,257,707.37	79%		
2030	2031	38%	\$ 595,000,000	\$ 226,100,000	\$ 368,900,000	25.56737	\$ 9,431,803	\$ 15,212,585	\$ 5,780,782	\$4,484,625.75	0.75%	\$ 4,462,500	\$ 114,094	\$ 5,894,876.75	\$4,573,138.10	78%		
2031	2032	34%	\$ 595,000,000	\$ 202,300,000	\$ 392,700,000	25.56737	\$ 10,040,306	\$ 15,212,585	\$ 5,172,279	\$3,940,449.65	0.75%	\$ 4,462,500	\$ 114,094	\$ 5,286,373.34	\$4,027,371.33	76%		
2032	2033	30%	\$ 595,000,000	\$ 178,500,000	\$ 416,500,000	25.56737	\$ 10,648,810	\$ 15,212,585	\$ 4,563,776	\$3,414,384.11	0.75%	\$ 4,462,500	\$ 114,094	\$ 4,677,869.93	\$3,499,743.71	75%		
2033	2034	25%	\$ 595,000,000	\$ 148,750,000	\$ 446,250,000	25.56737	\$ 11,409,439	\$ 15,212,585	\$ 3,803,146	\$2,794,186.48	0.75%	\$ 4,462,500	\$ 114,094	\$ 3,917,240.68	\$2,878,012.07	73%		
2034	2035	21%	\$ 595,000,000	\$ 124,950,000	\$ 470,050,000	25.56737	\$ 12,017,942	\$ 15,212,585	\$ 3,194,643	\$2,304,936.31	0.75%	\$ 4,462,500	\$ 114,094	\$ 3,308,737.27	\$2,387,255.46	72%		
2035	2036	16%	\$ 595,000,000	\$ 95,200,000	\$ 499,800,000	25.56737	\$ 12,778,572	\$ 15,212,585	\$ 2,434,014	\$1,724,582.10			\$ (2,434,014)	\$ -	\$0.00	71%		

\$ 127,177,212 \$ 305,172,332 \$ 177,995,120 \$157,614,518.72

\$ (380,315) \$ 177,614,805.10 \$157,626,288.25

Difference: \$11,769.53

Original 2035 Savings amount	\$ 2,434,014	Discount Rate	1.83%
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Note: Over the period from 2017 to 2034 CF Industries Nitrogen, LLC will save \$2,053,699 as a result of the amended abatement schedule. This is \$380,315 less than the original \$2,434,014 anticipated in 2035.

Add'l Abatement %	0.750%	Additional Exemption vs Discount Rate Table
		Disc Rate
		10%
		5%
		3%
		1.83%
		Add'l Exemption % (16 years)
		0.319%
		0.542%
		0.663%
		0.745%



**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) R**

#18

Date: January 5, 2016

Weekly Agenda Date: January 12, 2016

ELECTED OFFICIAL / DEPARTMENT HEAD / CITIZEN: Supervisor Matthew Ung

SUBJECT: Creation of Policy Review Committee

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**WORDING FOR AGENDA ITEM:** Creation of Policy Review Committee

**EXECUTIVE SUMMARY:** While attending ISAC's 2015 Fall School of Instruction in Cedar Rapids I had a good conversation with the Black Hawk County Auditor regarding the benefits they've noticed from using a Policy Review Committee, and reviewed a sample of their meeting agendas and minutes. They use it to flesh out the repercussions of policy changes with staff ahead of time to assist the full Board of Supervisors. Because they were updating many old policies (as we will likely be doing next year), they originally met monthly, and now meet only quarterly or as needed. It allows all the affected parties to a policy change to share with other departments how they would be affected, so that those unknowns would be known before it got to the full Board of Supervisors. Replicating their structure, the permanent members should be few and only those almost always affected or drawn upon for ANY policy change: Human Resources, the Auditor's Office, and legal counsel. As policies are considered that impact other departments, those representatives will be invited to share their thoughts.

**BACKGROUND:** Several months ago, the board voiced openness to change a policy that would impact both planning & zoning, and the county engineer. At the request of the Chair for board representation, I volunteered to serve on that ad-hoc committee, and our small group worked through revisions and brought a recommendation to the full board. I believe this practice was useful because it brought the departments together who would be most affected by the given change, rather than having one of them caught off-guard at a board meeting with the inevitable result being deferred action. In other words, this practice should be ongoing in a standing committee--not so much for the benefit of the Supervisors, but for the benefit of staff.

**FINANCIAL IMPACT:** N/A

**RECOMMENDATION.** County officials and the public are encouraged (not required) to filter requested policy changes through this Policy Review Committee which will receive, consider, and in some cases recommend action to the Board of Supervisors. The committee would meet at least quarterly, and more often if needed. Meetings and minutes will be open to the public.

**ACTION REQUIRED / PROPOSED MOTION:** Move the attached committee creation form be approved, creating the Policy Review Committee

*Approved by Board of Supervisors March 3, 2015. Revised May 5, 2015.*

CREATION/CHANGE OF COMMITTEE FORM  
Form Approved by the Board of Supervisors 11/17/15

Board Approval Date:

Date Originally Created:

Ending Date (if known):

Name of Committee:

Purpose:

	Members OR Position	Entity Represented
1.	Matthew Ung, County Supervisor	Board of Supervisors
2.	Pat Gill, County Auditor	Auditor's Office
3.	Ed Gilliland, Director	Dept. of Human Resources
4.	Tonia Abell, Clerk	Dept. of Human Resources
5.	PJ Jennings, County Attorney (or designee)	Attorney's Office
6.		
7.		
8.		
9.		
10.		
11.		
12.		

Is this Committee - X the box that applies

<input type="checkbox"/>	Required by Iowa Code
<input type="checkbox"/>	Created by the provision of Iowa Code Chapter 28E
<input type="checkbox"/>	Committee Created by Agreement
<input checked="" type="checkbox"/>	Committee Created for Special Purpose*

The Committee plans to at least meet - X the box that applies

<input type="checkbox"/>	Weekly
<input type="checkbox"/>	Monthly
<input checked="" type="checkbox"/>	Quarterly
<input type="checkbox"/>	Annually
<input type="checkbox"/>	Other/Unknown

\* Special committees will sunset at the end of every calendar year unless re-approved each year.



**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) F**

#19

Date: January 7, 2016

Weekly Agenda Date: January 12, 2016

DEPARTMENT HEAD / CITIZEN: <u>Supervisor Jeremy Taylor</u>		
SUBJECT: <b>Creation of Committee for Prairie Hills Closure and LEC Expansion Study</b>		
<b>ACTION REQUIRED:</b>		
Approve Ordinance <input type="checkbox"/>	Approve Resolution <input type="checkbox"/>	Approve Motion <input checked="" type="checkbox"/>
Give Direction <input type="checkbox"/>	Other: Informational <input type="checkbox"/>	Attachments <input type="checkbox"/>

**WORDING FOR AGENDA ITEM:** Committee for Prairie Hills Closure and LEC Expansion Study

**EXECUTIVE SUMMARY:** The Board moved to have the Baker Group begin the process of studying the space with the first portion being a structural engineer's report on November 3. That document confirmed from a second structural engineer (Raker Rhodes) using updated codes that the outdoor recreation area at the LEC can be used to expand the current J Block, J Block can be returned to its original purpose of Work Release, and subsequently Prairie Hills with its astronomical costs of maintenance/repair and utilities can eventually close. **The next steps in the process are the Selection of the Design Team, an RFQ for an architect to give more probable costs...** I would like to ask approval of the committee using the Board-approved form, which is in accordance with Board action.

**BACKGROUND:** Step 2 is the selection of a Design Team. In that portion, the Baker Group prepares an RFQ for an architect and a select interview team to be in place. My recommendation is that we approve the following for the committee: Chairperson (Jeremy Taylor), Building Services liaison (Mark Monson), Building Superintendent (Kenny Schmitz), Baker Group representatives (Dave Jorgensen, Tom Borrer, Shane Albrecht), Sheriff (Dave Drew), Jail Facilities Personnel (MAJ Greg Stallman; Todd Wieck; Lynette Phillips) and representatives from the Taxpayers Research Conference (Jim Johnson and Taylor Goodvin. This is an "Action Item" with the need to approve the committee, which will be involved with the architect interview process. This committee will also be tasked with making a recommendation back to the Board for an architect in addition to studying issues associated with the two facilities.

**FINANCIAL IMPACT:** NONE

**RECOMMENDATION:** Approve the "Action Required."

**ACTION REQUIRED:** I move that the committee with the members on the attached form be approved.



CREATION/CHANGE OF COMMITTEE FORM  
Form Approved by the Board of Supervisors 11/17/15

Board Approval Date:

Date Originally Created:

Ending Date (if known):

Name of Committee:

Purpose:

	Members OR Position	Entity Represented
1.	Jeremy Taylor, Board Chair	Board of Supervisors
2.	Mark Monson, Supervisor	Board of Supervisors
3.	Dave Jorgensen, Shane Albrecht, Tom Borrer	Baker Group
4.	Jim Johnson, Taylor Goodvin	Taxpayers Research Council
5.	Sheriff Dave Drew, LT Lynette Phillips	Sheriff's Office
6.	MAJ Greg Stallman, MAJ Todd Wieck	Sheriff's Office
7.	Kenny Schmitz	Building Superintendent
8.		
9.		
10.		
11.		
12.		

Is this Committee - X the box that applies

<input type="checkbox"/>	Required by Iowa Code
<input type="checkbox"/>	Created by the provision of Iowa Code Chapter 28E
<input type="checkbox"/>	Committee Created by Agreement
<input checked="" type="checkbox"/>	Committee Created for Special Purpose*

The Committee plans to at least meet - X the box that applies

<input type="checkbox"/>	Weekly
<input type="checkbox"/>	Monthly
<input type="checkbox"/>	Quarterly
<input type="checkbox"/>	Annually
<input checked="" type="checkbox"/>	Other/Unknown

\* Special committees will sunset at the end of every calendar year unless re-approved each year.

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REQ

#20

Date: December 24, 2015

Weekly Agenda Date: January 4, 2016

DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

SUBJECT: **Revision to Bylaws**

**ACTION REQUIRED:**

Approve Ordinance       Approve Resolution       Approve Motion

Give Direction       Other: Informational       Attachments

**WORDING FOR AGENDA ITEM:** Bylaws Update Clarifying Electronic Means and Committee Form

**EXECUTIVE SUMMARY:** The Board should adopt the following amendment to the bylaws. When the Chairperson is unable to attend, the bylaws should clarify that even if the Chairperson is able to attend by electronic means, that the Vice-Chairperson will run the meeting. Also, the Board took action late in the year to help standardize committees and the bylaws should reflect such action.

**BACKGROUND:** Early in 2015, the Board of Supervisors adopted bylaws in order to standardize good government procedures in accordance with Iowa law and in order to help run meetings effectively and efficiently.

**FINANCIAL IMPACT:** None

**RECOMMENDATION:** Approve the "Action Required."

**ACTION REQUIRED:** I move that the bylaws be amended as follows:

Add "special purposes committees with the proper Board-approved committee form as needed subject to approval of the Board under Section 1., subsection "a. Chairperson."

Add under "b. Vice Chairperson: "Chairperson to include when the Chair participates by electronic means."

WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC

#21

Date: January 7, 2016

Weekly Agenda Date: January 12, 2016

DEPARTMENT HEAD / CITIZEN: Supervisor Jeremy Taylor

SUBJECT: **Committee Assignments**

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**WORDING FOR AGENDA ITEM:** Committee Assignments

**EXECUTIVE SUMMARY:** The following represent the committee assignments for the 2016 Woodbury County Board of Supervisors. The committee assignments were made with the goals of continual improvement of services, communication amongst Board members, continuation of accountability and projects, and a more evenly shared workload.

**BACKGROUND:** In some instances, this was challenging because I believe that certain goals and relationships were realized last year from previous committee assignments. Where certain projects are “in the works” (Building Services), or philosophies for which there appears a philosophical divide on the Board (Sioux Rivers Region), it seemed counterproductive to change. However, and on the other hand, the committee assignments strike a balance. We can appreciate 2015’s change trajectory and its subsequent shift to gaining fresh perspectives; yet, while still seeking continual process improvement, the committee assignments more evenly distribute the workload as well. I would also caution about “scoring” these as some committees are quarterly, others are *ad hoc*, and yet others are liaison assignments. The bottom line is that we can all work in a productive fashion given various roles, and I look forward to doing so. You will note additional backup materials in the committee assignments as there is reorganization, clarification (simplification), and streamlining that I believe makes sense.

**FINANCIAL IMPACT:** None.

**RECOMMENDATION:** In a spirit of cooperation and productivity, continue the 2015 best practice of committee reports and liaison assignments. This is very helpful for other Board members and the public to be kept informed and involved in public dialogue.



**ACTION REQUIRED:** Approve committee assignments.

# WOODBURY COUNTY BOARD OF SUPERVISORS ASSIGNMENTS 2016

## LIAISON ASSIGNMENTS

*Liaisons from the Board act as a two-way conduit of information both to implement Board policy and direction as well as to keep the Board informed and involved concerning each Department. While each supervisor is assumed to have an "open door policy," the proper procedure for dealing with concerns is to channel them through the appropriate supervisor. In this way, supervisors can divide their time and focus in the most productive manner.*

### Departments

Building Services	Jeremy Taylor
Conservation	Larry Clausen
Department Meetings	Jeremy Taylor, Matthew Ung
Economic Development *	Jeremy Taylor, Matthew Ung
Human Resources	Mark Monson
Juvenile Detention	Jeremy Taylor
Planning and Zoning	Jackie Smith, Jeremy Taylor
Secondary Roads	Larry Clausen, Matthew Ung
Veterans Affairs	Jeremy Taylor
Sioux Rivers Region**	Matthew Ung, Mark Monson
Siouxland District Health	Jeremy Taylor
Union Relations	Jeremy Taylor

\*Will work with *The Siouxland Initiative (TSI) and Siouxland Chamber of Commerce*

\*\*As statutory members of the Sioux Rivers Region, it is expected that these supervisors keep informed and involved in any related committees to include Hospitalization Committee, Programs Committee, Citizens Advisory Board –Cherokee MHI, Criminal Justice Committee, and the Tri View facility.

### County Buildings

Supervisors will be responsible for communicating facility needs to the Building Superintendent and Chairperson and keep the rest of the Board informed about current work, problems, or potential facility needs from respective departments.

The Capital Improvement Project (CIP) process has gone through serious revisions to include scoring based on criteria. The Board has also received the creation of a Master Facility Plan under the direction of The Baker Group. The goal of the Building Services and Long-Term Facility Planning will be to make sure a process is followed in identifying needs as well as implementing cost-saving potentials by early remediation of repairs and preventative maintenance. The Board has also contracted the services of Energy CAP, Inc.® in order to track utility usage. The goal of Building Services and Energy Planning will be to help ensure the conservation of resources. Regarding these two initiatives, the following supervisors act to make recommendations and implement decisions of the Board.

Building Services and Long Term Facility Planning	Mark Monson and Jeremy Taylor
Building Services and Energy Planning	Matthew Ung and Jeremy Taylor

### **County Committees and Commissions**

Area Solid Waste Board (Landfill)	Jackie Smith, Larry Clausen
Board of Adjustment	Jackie Smith
Conservation Board	Larry Clausen
Contract Negotiations	Mark Monson
Court Administration	Mark Monson
Courthouse National Landmark and Historical Society	Jeremy Taylor
Department of Human Services (DHS)	Mark Monson
E911 Board	Matthew Ung
Emergency Management Commission	Matthew Ung
Hazardous Materials Committee	Larry Clausen
Health and Wellness Committee	Jackie Smith
Juvenile Court Services	Mark Monson
Law Enforcement Expansion / Prairie Hills	Jeremy Taylor, Mark Monson
Officials Council & RWIB	Mark Monson
Planning and Zoning	Jackie Smith
Policy Review Committee	Matthew Ung
Responder Task Force	Jackie Smith
Rural Economic Development Committee	Jeremy Taylor, Mark Monson
Safety and Security Committee	Jeremy Taylor, Mark Monson
Security Institute	Matthew Ung, Mark Monson
Siouxland District Board of Health	Jeremy Taylor
STARCOM	Matthew Ung
Third Judicial Department of Corrections	Jackie Smith
Union Relations	Jeremy Taylor
Veterans Affairs Commission	Jeremy Taylor
WCICC-IT	Jackie Smith, Mark Monson

### **Related Outside Organization Committees**

DECAT (Decategorization Board)	Mark Monson
Grow Siouxland Taskforce Committee	Larry Clausen, Mark Monson
Highway 20 Association	Jackie Smith
Hungry Canyons	Matthew Ung
Loess Hills Development and Conservation Authority	Larry Clausen
Loess Hills Economic Development	Larry Clausen
Loess Hills Scenic Byway	Larry Clausen
National Resources Conservation Service	Larry Clausen
Siouxland Economic Development Corporation	Jeremy Taylor
Siouxland Human Investment Partnership	Mark Monson
SIMPCO	Mark Monson
Soil and Water Conservation District	Larry Clausen
Western Iowa Tourism	Jackie Smith, Matthew Ung



#22

**WOODBURY COUNTY BOARD OF SUPERVISORS AGENDA ITEM(S) REC**

Date: January 7, 2016

Weekly Agenda Date: January 12, 2016

DEPARTMENT HEAD / CITIZEN: Mark J. Nahra P.E. Secondary Roads Dept Head

SUBJECT: **Consideration for the requesting of quotes for survey and design for the cleanout and repair work on the lower Wolf Creek Drainage District.**

**ACTION REQUIRED:**

Approve Ordinance

Approve Resolution

Approve Motion

Give Direction

Other: Informational

Attachments

**Consideration X**

**WORDING FOR AGENDA ITEM:** Consideration of approval for requesting quotes for survey and design for the cleanout and repair work on the lower Wolf Creek Drainage District.

**EXECUTIVE SUMMARY:** The Board of Supervisors, serving as drainage district trustees, is responsible for the maintenance and repair of the Wolf Creek Drainage District

**BACKGROUND:** Bidding requirement under Chapter 468 of the Code of Iowa provides for the "Board at any time on its own motion, without notice, may order done whatever is necessary to restore or maintain a drainage or levee improvement in its original efficiency or capacity, and for that purpose may remove silt and debris, repair any damaged structures, remove weeds and other vegetable growth, and whatever else may be needed to restore or maintain such efficiency or capacity or to prolong its useful life." When the estimated cost is above \$50,000, the district shall obtain quotes for the repair work.

**FINANCIAL IMPACT:** Project work will be paid by drainage district assessment.

**RECOMMENDATION:** Recommend seeking quotes from consultants for supplying survey and design for the cleanout and repair work on the lower Wolf Creek Drainage District.

**ACTION REQUIRED/PROPOSED MOTION:** Motion to seek quotes from consultants for supplying survey and design for the cleanout and repair work on the lower Wolf Creek Drainage District

*Approved by Board of Supervisors March 3, 2015.*

WOODBURY COUNTY  
DRAINAGE DISTRICT WORK REQUEST FORM

DEC 12 2015 PM 4:10

Return form to

WOODBURY COUNTY BOARD OF SUPERVISORS  
620 DOUGLAS STREET  
SIOUX CITY, IA 51101

REQUEST NO \_\_\_\_\_

Drainage District of Complainant <b>Wolf Creek - Lower Wolf Creek Drainage DIST.</b>		
Requested by <b>Westergaard Farms, Inc Lee Westergaard, Pres</b>	Date <b>11-22-15</b>	Home Phone Number <b>712-468-4795</b>
Address <b>10223 Buckeye Ave</b>		Cell Phone Number <b>712-251-0362</b>
City State Zip Code <b>SIOUX, IA 51055</b>		Landowner: <input checked="" type="checkbox"/> Tenant: <input type="checkbox"/> Circle one:
Location of Property Township Section Range and Quarter Section <b>T-86N R-45W - Sec 26 Willow - SE 1/4</b>		
Nature of Complainant <b>Flood gate on tube into Wolf Creek is off. It was on earlier in Spring &amp; suspect it was knocked off by Nelson Contracting when they cleared silt from in front of tube in the Wolf Creek ditch. Also need to clear silt from in front of tube so Flood gate will open.</b>		
Landowner/Tenant Signature <b>Westergaard Farms, Inc By Lee Westergaard, Pres.</b>	Date <b>11-22-15</b>	Received By
Date Presented to Board	Assigned to:	Date Assigned
Disposal of complainant:		

**Drainage District Maintenance Requests:**

- 1) Requests for maintenance work within drainage districts which are managed by the Woodbury County Board of Supervisors as trustees shall be filed on a form available at the Board of Supervisors office. The requests shall be signed by the complainant and contact information provided for setting up an appointment to view the maintenance issue. Requests for work will be considered at the next scheduled board agenda at which time the Board shall go into session as trustees of the drainage district in question.
- 2) The Board will receive a recommendation from the county engineer on whether or not to hire a consulting drainage engineer for necessary engineering work in response to a request for maintenance. This decision on whether to hire a consulting engineer will be based on the county engineer's recommendation. Work will be assigned to the secondary road department, if departmental work load allows, or to a drainage engineering consultant to review the site with the complainant. The county engineer or drainage engineering consultant, either of which is hereinafter referred to as the drainage engineer, will contact the complainant and review the location that is the subject of the maintenance request. Photographs of the damage will be taken. A survey of the damage will be done if deemed necessary by the drainage engineer. A report with recommendations for repair work will be filed with the Board of Supervisors for their consideration. Costs for consulting engineers to perform the work of the drainage engineer will be billed to the drainage district in which the complaint is made as part of that district's annual assessment.



## Heather Satterwhite - Fwd: Siouxland District Health

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**From:** Jeremy Taylor <jeremytaylor@cableone.net>  
**To:** Karen James <kjames@woodburycountyiowa.gov>, Heather Satterwhite <hsatte...>  
**Date:** 1/8/2016 8:00 AM  
**Subject:** Fwd: Siouxland District Health

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Please include these e-mails as a backup materials for committee reports. I will use this as well as giving a report on Board of Adjustment and The Baker Group (reminding myself).

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**From:** "Jeremy Taylor" <jeremytaylor@cableone.net>  
**To:** "Kevin Grieme" <kgrieme@sioux-city.org>  
**Cc:** "Jeremy Taylor" <jeremytaylor@cableone.net>  
**Sent:** Tuesday, January 5, 2016 6:33:15 AM  
**Subject:** Fwd: Siouxland District Health

Here is a summary in response to your questions.

By referencing to Code of Iowa Chapter 137, The District Health Board has to hold a public meeting that was held December 2, 2015. The media was notified and also posted on their web site. The budget was adopted on that date. The County was notified of the request for funds from Woodbury County in support of the District Health Department. The Board of Supervisors can either accept the request, reduce the request or even increase the request. In consideration of a study of cash reserves over the last 10 FY's, The Board of Supervisors reduced the request by \$ 219,858 or an adjusted allotment of \$ 2,064,289. After the reduction, The District Health Board has several options. (1) Leave their proposed FY 2017 budget as it is. (2) Make adjustments to their FY 2017 budget as reflected to budget reductions. (3) If they for some reason fall short in revenues they could use some of their cash reserves in the District Health Fund. The budget would then be partially funded from cash reserves which could ultimately affect the Accrued Cash Balance (Post Audit). The District Health Board should be apprised of the use of cash reserves when this happens. At that time adjustments could be made in the budget. It will take close monitoring of revenues to expenditures during the FY.

The Board of Supervisors controls the allocation request from District Health.

The District Health Board controls the Budget and also the use of the cash reserves in the District Health Fund.

In summary, Jeremy, I agree with all your responses to the questions you have proposed. I especially agree that with the use of cash reserves. It is not in the best practice to use reserves as it is only a bandage approach when possibly sources of revenue and expenditures should be reviewed As history has shown, there really does not need to be a reduction in staff as they either under spend their appropriations and possibly under estimate their revenues. Grants do not play a part in this because all grant revenues and expenditures are accrued during the post audit adjustments.

Hope this helps.

>>>

Dennis,

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**From:** "Joshua Widman" <jwidman@woodburycountyiowa.gov>  
**To:** "Jeremy Taylor" <jeremytaylor@cableone.net>



**Cc:** "Dennis Butler" <DBUTLER@woodburycountyiowa.gov>

**Sent:** Wednesday, December 30, 2015 6:11:17 PM

**Subject:** Re: Siouxland District Health

Jeremy,

My understanding is that the Board of Supervisors determines what amount will be allocated from the County to SDH but not their total spending amount. Unlike county departments whose spending is limited to appropriations per Iowa Code 331.437, a district health board fashions a budget based on available funds (such as an appropriation from the BOS, grants, revenues, reserves, etc). Generally speaking, county departments do not retain funds from year to year, unexpended funds go back to the county general fund. That is not the case with district health boards. There would be no purpose in having a reserve fund if it cannot be spent.

Also, note that Iowa Code 331.476 forbids county employees from spending more than "collectible revenues plus any unexpended balance in the fund from the previous year."

Hope this helps to answer your questions.

Joshua D. Widman  
Assistant Woodbury County Attorney  
620 Douglas Street #300  
Sioux City, IA 51101

Phone: [712-279-6516](tel:712-279-6516)

Fax: [712-279-6457](tel:712-279-6457)

>>> Jeremy Taylor <jeremytaylor@cableone.net> 12/24/2015 7:38 AM >>>

Joshua,

I am hoping that you can help me weigh in on this as I have been giving Siouxland District Health a lot of thought. It seems that there is a question as relates to the budget, and I will ask Dennis the same questions as well and see what he thinks.

I will put these in the form of questions that I would answer:

**1. Does the Woodbury County Board of Supervisors set a maximum amount that Siouxland District Health can budget and actually spend by its allocation the other day of 2,064,299?** (This relates very close to Kevin Grieme's question if they could borrow from reserves to meet the SDHD Board-approved budget?)

**My answer:** No. The action that the Board took on December 22 simply allotted the allocation of funds that the Board of Supervisors is willing to contribute from the public tax rolls in order to meet the proposed obligations and budget that the Siouxland District Health Board had set. In other words, my contention is that based upon the last +7 years of sizable ending balances. I ask this because it seems that there is concern on Kevin Grieme's part that he must make reductions to now fit that number and he is understandably concerned that some of those reflections will be in staff or personnel.

**2. If the intention of the Board is not to cut the overall expenditure amount, then why take the action of December 22?**



**My answer:** The goal is not necessarily to reduce the amount that the Siouxland District Health Board can spend at \$2,281,152 but to state that the budgeted amount from the county shall not exceed \$2,064,299 and that their budget must more adequately reflect additional revenue sources.

Either there are specific line items for which budget projections are too generous, e.g. a line item is proposed to have a budget for \$10,000 but each year comes in at \$6,000 resulting in +\$4,000 contributing to some of the average \$216,853 -or- there is a lack of accounting for other revenue sources. The latter seems to be the case, and I state this because there are several instances where examples of late fees for restaurant inspections generated more revenue than typically anticipated. In another case grant funding for an additional position was realized but through fiscally prudent cost-containment measures, the SDHD was able to cover the duties without actually bringing on another fully funded position. In both scenarios then, there is a lack of accounting for the additional revenue side. While it may be hard to predict, given the consistency of overages, we are seeing some tried-and-true average overages. My case would be that Siouxland District Health needs to better account for the increased revenue stream.

This is the exact case that is happening with Juvenile Detention. Next year, there is an anticipation of increased revenue. Now, our response to that will be to not necessarily lower the overall total budget number of what may be expended by Juvenile Detention (though that could happen based on specific line items). However, it is more likely that the Board will lower the allocation because it is accounting for other funding streams and taking into account anticipated expenditures.

3. Can the Siouxland District Health Board simply go to their reserves now to fund the line items that are proposed in their original \$2,281,152?

There is some gray area and two schools of thought, one in which I would like your legal counsel on. One argument is that no, they cannot do so without a budget amendment or it would exceed what the Board set (and I believe that is Kevin Grieme's understandable fear). The idea if this is the case is that the Board of Supervisors limits the **total amount** of what can actually be spent. This is good in that there is some spending restraint. However, given the unique situation of this particular Board (a District Health Department), I think that legally they could do so.

The Board of Supervisors has simply set an amount that the Board will contribute. If there are additional funds needed beyond that, there would be a budget amendment required. However, this does not mean that the Siouxland District Board of Health cannot exceed the \$2,064,299 in actual spending and here's why. If there were an epidemic outbreak of some infectious disease in NW Iowa and the state delivered grant funding for \$100,000 and the SDHD expended \$100,000, then there is no budget impact simply due to increased spending: it is simply that there was another funding stream. They would be constrained to provide services within the \$100,000 funding.

4. Is it a "best practice" for the SDHD to simply go to its reserves at this point?

This is a matter for the Siouxland District Health Department Board. I would say "no," that the first effort should be to see where (if there are) any items that have been overbudgeted in the past and not brought in line with actual expenditures that has helped contribute to the over-and-above 25% reserve levels. Second, and equally important if not more, look to areas where

anticipated revenues have bolstered those numbers. The comment was made that late fees for restaurant inspections have increased that revenue but entities could start paying on time. The fact is that they have not in the past to a certain extent and some regularity should be able to be discerned.

5. What if the SDHD just goes to reserves and spends to such a level with the idea that the County will make up for it to the 22%?

Again, they could do so but a good faith effort should exist. The County has stated that it will request funds above 22% post-fiscal year audit and has the goal and intention of bringing reserve levels up to 22%. All of that is predicated upon a good faith effort on both sides, e.g. Siouxland District Health to be fiscally prudent and cost-containing as it delivers services coupled with the Board's intention to make whole any shortfall, which has historically not been the case or necessity.

I know this is wide-ranging but hope that you can help correct, clarify, or answer any questions.

Thanks, and have a Merry Christmas!

Jeremy

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**NOTICE OF PUBLIC HEARING  
BOARD OF ADJUSTMENT  
SIOUX CITY, IOWA**

You are hereby notified that the Sioux City Board of Adjustment will consider the item identified below at a public hearing to be held on **Tuesday, January 12, 2016, at 4:30 P.M.**, in the City Council Chambers, Fifth Floor of City Hall, 405 6th Street, Sioux City, Iowa. You are invited to attend the hearing to voice your opinion in regard to this agenda item. For further information, please call this office at (712) 279-6340. (This item is on file in Room, 308, City Hall.)

**PURPOSE OF THIS REQUEST:**

**Agenda Item 2015-0098**

The petitioner, Brent Kabat on behalf of Verizon Wireless, requests a conditional use permit for the property at 914 S. Fairmount Street pursuant to Section 25.02.190(25) of the Municipal Code. The petitioner proposes to construct a 150 foot monopole wireless telecommunications tower on the property. A general area map is attached for your review.

  
Charlie Cowell  
Planner

**ADA NOTICE**

The City of Sioux City does not discriminate on the basis of disability in admission to, access to, or operations of its programs, services, or activities. Individuals who need auxiliary aids for effective communication in programs and services of the City of Sioux City are invited to make their needs and preferences known to the ADA Compliance Officer, City Hall, 406 - 6th Street, Room 204, 712-279-6259. This notice is provided as required by Title II of the Americans with Disabilities Act of 1990.

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If you are unable to attend this hearing but would like to have your comments on record, you may forward this response slip to the City Planning Division, P.O. Box 447 Sioux City, IA 51102, call at (712) 279-6340, Fax (712) 279-0183, or e-mail planzone@sioux-city.org.

Your Name: \_\_\_\_\_ Agenda Date: 1/12/2016

Address: \_\_\_\_\_ Agenda Item No. : 2015-0098

Your Comments Regarding This Item: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# General Area Map



## City of Sioux City Planning Division

Disclaimer of Liability: (Sioux City and Woodbury Co. GIS System)

The Customer understands and acknowledges that the Products and information contained therein are subject to constant change and that its accuracy cannot be guaranteed. Sioux City & Woodbury Co. make no warranties or guarantees, either expressed or implied, as to the completeness, accuracy, or correctness of such Products or accept any liability arising from any incorrect, incomplete or misleading information contained therein.





# WOODBURY COUNTY E911 SERVICE BOARD

Chairman Gary Merkel  
Vice-Chairman Max Dunnington  
Executive Member Jeff Redmond  
Executive Member David Amick  
Treasurer Wendi Hess  
Secretary Glenn Sedivy

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## MEETING NOTICE

**DATE: January 13, 2016**

**TIME: 6:30 p.m.**

**PLACE: Climbing Hill Substation**

- I. Meeting called to order
- II. Approve minutes of the November 19, 2015 Regular Meeting
- III. New Business
  - a. Approve any outstanding claims
  - b. Treasurer's Report's
  - c. Proposed FY17 operating budget
  - d. Set FY17 Operating Budget Public Hearing for March 9<sup>th</sup>, 2016 at 6:30 pm and direct the Secretary to publish the Proposed Budget Summary in the Sioux City Journal as required by Iowa Law.
  - e. Appoint Committee to prepare CIP plan's for FY18, FY19, FY20
- V. Open Items
- IV. Adjourn  
(Next meeting)

**NEXT REGULAR MEETING WEDNESDAY  
March 9<sup>th</sup>, 2016 @ 6:30 pm**



**MONONA COUNTY DRAINAGE OFFICE  
%COURTHOUSE – 610 IOWA AVENUE  
ONAWA, IOWA 51040  
(712) 433-2630**

January 5, 2016

JAN 7 2016 PM 2:45

Woodbury County Board of Supervisors  
%Woodbury County Courthouse  
620 Douglas Street  
Sioux City IA 51101

Dear Supervisors:

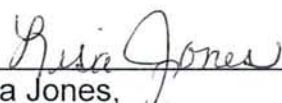
The Monona County Board of Supervisors will be canvassing the votes cast on January 16, 2016 for trustees on the following drainage districts: Little Sioux Intercounty Drainage District; Sandhill-Lakeport Drainage District; and McCandless Intercounty Drainage District.

They have set Tuesday, January 19, 2016 at 10:00 a.m. as the time to canvass same, and would like to invite you to attend.

Please notify the Monona County Drainage Office at (712) 433-2630 whether you plan on attending or not.

Thank you.

Sincerely,

  
\_\_\_\_\_  
Lisa Jones,  
Drainage Clerk



# WOMEN OF EXCELLENCE AWARDS

JAN 4 2016 AM 11:21

January 2016

**Women Aware...**  
Transforming the emotional and economic future of people in transition through advocacy, education, information and referral.

## BOARD of DIRECTORS

**Pres. Jennifer Harry**  
**V.-Pres. Angi Wittrock**  
**Treas. Valerie Wanner**  
**Sect. Gloria James**  
Kathy Bottaro  
Louise Deitloff  
T. Cody Farrrens  
Linda King  
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Anne Power  
Heather Rubel  
Craig Tharp

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Richard C. Brown Jr., MD  
Dennis Bullock  
Joanne Fox  
Michele Mustain  
Candice Nash Farrer  
Stacey Norton-Modrell  
Verna Welte

## PLANNING COMMITTEE

**Chair:**  
**Jennifer Harry**  
Laura Austin-Bullock  
Judie Campbell  
Virginia Clark  
Sally Faz O'Donnell  
Lori McClaren  
Lisa Niebuhr  
Heidi Reinking  
Elaine M. Seubert  
Erin Stabile  
Theresa Weaver-Basye  
Donna Wooldridge

Dear Friends:

As part of the national celebration of Women's History Month, you are invited either as an individual, as a group or as a business to nominate a Siouxland woman for one of six Women of Excellence Awards to be announced on Tuesday, March 22, 2016, 5:30 p.m. at the Sioux City Convention Center.

Think about the women you have involved in your organization or business. You may utilize volunteers in a number of capacities. You may have an employee whom you know to be contributing in other capacities throughout the Siouxland community and exemplifies excellence in all she does. Every day we reap the benefit of "the extra measure" women take to achieve a goal they desire for the betterment of their community. It is the goal of the Women of Excellence committee to recognize and encourage such outstanding selflessness. Let this be the year you *recognize your outstanding volunteers, colleagues or employees!*

To nominate your candidate, please follow these guidelines and **send to Women Aware:**

- Nominees must be female residents, volunteers or employees in the greater Siouxland area. They must be at least 35 years of age by the nomination deadline. Young Women of Excellence nominees must be between 22 and 40 years of age; women 21 and younger may be nominated in Women of Promise.
- Nominate a man for Men of Excellence award! Contact Women Aware for criteria.
- Individuals cannot apply, but must be nominated by a group or individual.
- Not eligible for nomination are: past recipients, awards judges and current members of the Women Aware Board of Directors.
- Please include one candid or portrait photograph of your nominee. Unsolicited materials such as portfolios, publications, etc., will not be reviewed and will disqualify the nominee.
- All nominations must be completed and postmarked no later than March 1, 2016.**
- A \$50 application fee must be sent with each nomination, along with an original and five copies of the completed nomination.** This \$50.00 fee includes the nominee's ticket to the event.
- Nominees must be present at the awards dinner on Tuesday, March 22, 2016, 5:30 p.m. at the SC Convention Center. *Friends, families and colleagues are encouraged to accompany the nominee.*
- Selections by the judges are final and the names of the recipients are strictly confidential until announced at the banquet on March 22<sup>nd</sup>.
- The nomination materials are the property of the Awards Planning Committee and will not be returned.

These awards are being offered through the sponsorship of **Women Aware**, a program for struggling heads of households and a United Way partner agency. **You may nominate more than one person and you may re-nominate a previous nominee, but not a past recipient.** Additional forms may be obtained either by photocopying the form, contacting Women Aware or downloading a form from [www.womenawarecia.org](http://www.womenawarecia.org).

Please share in this year's celebration by nominating a Siouxland woman who has been influential in your life or whom you know to be influential in the lives of others in our community. By honoring these women we are not only expressing gratitude for their selfless acts but also inspiring others to strive for excellence in their own endeavors. If you have any questions, you may contact the Women Aware office or any of the Awards Planning Committee members.

Sincerely,

*Jennifer L. Harry*

Jennifer Harry, Women of Excellence Planning Committee Chair





# WOMEN OF EXCELLENCE AWARDS

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*In honor of National Women's History Month, and to give recognition to the many and varied gifts of the Women of Siouxland, the Women of Excellence Awards are being offered. The recipients are women who have demonstrated strength of character and personal growth, made significant contributions in the past and have convincing plans for the future. They exemplify excellence in their commitments to the community by their volunteer efforts or through their vocations. Their generosity of spirit inspires others, particularly women.*

## Award Categories

### WOMEN STRIVING TO IMPROVE THE QUALITY OF LIFE

This award honors a woman who leads others to greater understanding and respect for themselves and the world in which they live. Through the knowledge she has gained and the desire to advocate for others, she might nurture the growth and positively impact the next generation; she may promote peace and equality between nations, races, communities, people - or in individuals.

**Please describe** the way her volunteer or extraordinary professional efforts impact and improve the quality of her self-described community. Examples may be found in human services, law, education, home environs, media, ministry, health care, or the environment.

### WOMEN TAKING RISKS

This award honors courage and strength of character. This woman accepts challenges and breaks through societal barriers in order to achieve truly important and difficult work. She persists in her efforts; she has clearly defined goals and her decision-making reflects mature judgment. **Please describe** the circumstances and the manner in which your nominee overcame and ultimately excelled under extreme challenges, or in a nontraditional occupation such as the military, athletics, the arts or business.

### WOMEN HELPING WOMEN

Although the woman honored in this award could be nominated in another, she is singled out here for her work to foster the personal and social growth of women. The fruit of her work is to make society more hospitable to that growth. Her relationships with women, as well as her goals to create a better future for women, are marked by insight, generosity and a peaceful, constructive spirit. **Please provide** examples of your nominee's endeavors.

### WOMEN DEVELOPING THE COMMUNITY

This award honors a woman who impacts her community by envisioning needs, generating ideas and developing solutions that benefit her community. She obtains and utilizes resources that result in a new organization, facility, event or other development. The scale and impact of her efforts is readily recognized by a

significant portion of the community. **Please describe** how your nominee's vision became reality and how its reality impacted her community.

### YOUNG WOMEN OF EXCELLENCE

This award honors excellence in a woman between the ages of 22 and 40 because she is determined to reach an ambitious or unconventional goal, although the goal may change as she matures. She is focused and confident. **Please describe** your nominee's goals and provide examples of her integrity and accomplishments, as evidenced when her aspirations have been challenged by today's society.

### WOMEN OF PROMISE

This award honors a young woman up to age 21 who demonstrates leadership among her peers by engaging in issues beyond her daily environment and motivating others to participate in activities that address a problem, raise awareness or complete a project that benefits the community. She shows potential to be an instrumental leader in society for years to come. **Please be specific** about her role, the activities and outcomes accomplished.

### NEW! Special Awards – not given annually

If you wish to recognize an outstanding individual who has contributed greatly to the quality of life for women and their families in the community, please consider nominating her for **MARILYN MURPHY LIFETIME ACHIEVEMENT** or him for **MEN OF EXCELLENCE**. Contact Women Aware for instructions. The Judges will determine and recommend award when appropriate, not necessarily every year.

**If you have any questions about this form, contact the office of Women Aware or any of the awards Planning Committee members.**



## NOMINATION FORM

**This form is also available online: [www.womenawarencia.org](http://www.womenawarencia.org)**

**PLEASE TYPE OR PRINT CLEARLY**

Name of Nominee \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

Birth date \_\_\_\_\_

Name of Nominator \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_

In what capacity do you know the nominee? \_\_\_\_\_

Nominating group (if applicable) \_\_\_\_\_

**Category of Nomination (Check one)**

- Women Striving
- Women Taking Risks
- Women Helping Women
- Women Developing the  
Community
- Young Women of Excellence
- Women of Promise
- Special Award consideration

**I. Please follow the instructions carefully. Incomplete information may affect the judges' decisions.**

**A. BIOGRAPHY** – Please complete the attached sheet.

**B. QUALIFICATIONS** – Relate her life experiences to the selected category. Give an example of her leadership in her field and how she has inspired others by her example. Describe the difference she has made through her commitment, and how that difference exemplifies her category. **Please limit your narrative to two typed pages, using a font and size that is easy to read.**

**C. SUMMARY** – In two sentences, cite the single greatest accomplishment of this individual which qualifies her for this award.

**II. THREE REFERENCES AND 1 PHOTOGRAPH**

Please include with this application form one photograph (candid or portrait) of your nominee and **three brief letters of reference** for the nominee. No more than one family member may serve as a reference.

**III. SUBMIT THE ORIGINAL SET PLUS FIVE (5) COPIES (with letters) OF THE ENTIRE NOMINATION PACKAGE. You need submit only one photo.**

The undersigned certify the submitted information is true. We consent to allow the judges to reassign the nomination category if they unanimously deem it more appropriate. We understand we need to be present at the Women of Excellence Awards banquet and that the enclosed \$50 includes the application fee and a ticket to the banquet for the nominee.

\_\_\_\_\_  
Signature of Nominator/Date

\_\_\_\_\_  
Signature of Nominee/Date

**A. BIOGRAPHY**

**PLEASE PROVIDE THE FOLLOWING INFORMATION IN THE SPACE PROVIDED:**

OCCUPATION: \_\_\_\_\_

EDUCATION: \_\_\_\_\_

\_\_\_\_\_

FAMILY: \_\_\_\_\_

\_\_\_\_\_

LIST COMMUNITY INVOLVEMENT IN LAST 15 YEARS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

DESCRIBE A UNIQUE FEATURE ABOUT YOUR NOMINEE'S LIFE JOURNEY; INCLUDE BACKGROUND INFORMATION RELEVANT TO THE NOMINATION: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**2016 Women of Excellence Ticket Order Form**  
**5:30 P.M. MARCH 22, 2016 • SIOUX CITY CONVENTION CENTER**  
**TICKET ORDER DEADLINE: MARCH 15, 2016**

NAME \_\_\_\_\_ TELEPHONE \_\_\_\_\_

ADDRESS: \_\_\_\_\_

SEATING PREFERENCE: GENERAL SEATING \_\_\_\_\_ (number of people)

**OR**

NOMINEE'S NAME: \_\_\_\_\_

\$45.00 per ticket (x) Number of Tickets Ordered: \_\_\_\_\_ = \$ \_\_\_\_\_

\_\_\_\_\_ Sorry, I cannot attend, but enclosed is a contribution, please send a receipt. *Thank you!*

Send completed order with check to:

**Women Aware, 520 Nebraska St. #237, Sioux City, IA 51101**

Phone: 712-258-4174

Check one: Hold at door in my name  or Mail to above address  No refunds, please

**WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.**

<u>DATE</u>	<u>Day</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>PRAIRIE HILLS</u>	<u>FEDERAL PRISONERS</u>
12/26/15	Saturday	187	179	8	0	21
12/27/15	Sunday	196	188	8	0	21
12/28/15	Monday	194	186	8	0	21
12/29/15	Tuesday	188	180	8	0	23
12/30/15	Wednesday	201	193	8	0	25
12/31/15	Thursday	197	190	7	0	26
1/1/16	Friday	199	192	7	0	24
		<b>1362</b>	<b>1308</b>	<b>54</b>	<b>0</b>	<b>161</b>
<b>24 HOUR DAILY COUNT</b>						
<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>			
12/26/15	200	167	33			
12/27/15	208	174	34			
12/28/15	205	173	32			
12/29/15	203	168	35			
12/30/15	212	176	36			
12/31/15	244	208	36			
1/1/16	219	183	36			
	<b>1491</b>	<b>1249</b>	<b>242</b>			
*Highest population count each day						

**WOODBURY COUNTY JAIL WEEKLY POPULATION REPORT AT 0600 HRS.**

<u>DATE</u>	<u>Day</u>	<u>DAILY TOTAL</u>	<u>LEC</u>	<u>ELECTRONIC MONITORING</u>	<u>PRAIRIE HILLS</u>	<u>FEDERAL PRISONERS</u>
1/2/16	Saturday	202	195	7	0	24
1/3/16	Sunday	208	201	7	0	24
1/4/16	Monday	201	194	7	0	24
1/5/16	Tuesday	206	200	6	0	23
1/6/16	Wednesday	207	201	6	0	23
1/7/16	Thursday	182	175	7	0	16
1/8/16	Friday	184	175	9	0	16
		<b>1390</b>	<b>1341</b>	<b>49</b>	<b>0</b>	<b>150</b>

**24 HOUR DAILY COUNT**

<u>DATE</u>	<u>TOTAL</u>	<u>MALE</u>	<u>FEMALE</u>
1/2/16	223	187	36
1/3/16	223	180	43
1/4/16	218	174	44
1/5/16	226	183	43
1/6/16	226	189	37
1/7/16	226	187	39
1/8/16	203	166	37
	<b>1545</b>	<b>1266</b>	<b>279</b>

\*Highest population count each day